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*Economic Research  
Oil & Gas Production Tax Information  
Reporting and Data Warehouse System*

# **Data Delivery Process User Documentation**

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## List of Acronyms and Terms

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Term	Definition
ACES	Alaska's Clear and Equitable Share
DOR	Department of Revenue
ELF	Economic Limit Factor
ER	Economic Research
Oil & Gas Filer	An organization that submits data on a monthly basis to the DOR Tax Division related to oil and gas production taxes.
OTIS	Online Tax Information System
PA	Participating Area
Reporting Period	The month and year associated with the actual data being submitted, not the month and year of submittal (e.g., reporting period November 2008 data will be submitted between December 1 and 31, 2008). Equivalent to the Production Month.
SOA	State of Alaska

# Introduction

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The State of Alaska (SOA) Department of Revenue (DOR) Tax Division is revising the existing electronic process and format used by Oil and Gas Filers (Filers) to submit the “Monthly Information Reporting Form” for oil and gas properties production tax data required by 15 AAC 55.520 Monthly Filings. Under regulations 15 AAC 55.520 Monthly Filings, companies are required to report oil and gas production volumes, expenditures, and values used to calculate the estimated monthly tax credits and liabilities.

In December 2007, Alaska’s Clear and Equitable Share (ACES) oil and gas legislation was signed into law, amending the law commonly known as the Petroleum Profits Tax (PPT). The PPT replaced the Economic Limit Factor (ELF) tax structure in April 2006. The DOR Tax Division is required by law to continue collecting ELF data until 2011. Changes in statutes and regulations, and the volume of associated data illustrate the need for a data repository. Such a data repository has been built to accommodate the new laws, and requires a change in the format of data submitted to the DOR Tax Division.

Monthly estimated production tax reports and certain operator reports are currently submitted in a series of Excel workbooks with numerous worksheets and PDF documents. The new process uses a standardized format built on those Excel workbooks for data submission that allows the DOR Tax Division to import validated data into a DOR database using a more efficient tool to gather reported information. (This is not to be confused with the “Annual Tax Return Form project” also underway by the DOR Tax Division.)

Upon implementation of this new electronic process and format, the new standardized Excel format will be the only acceptable format. The submission of data electronically in standardized format with predefined codes will be required of all Filers beginning with the filing for the May 2009 production month, due by June 1, 2009. The new format will be available on the DOR Tax Division website at [www.tax.alaska.gov/](http://www.tax.alaska.gov/) on May 1, 2009. The new process uses the Online Tax Information System (OTIS) currently in place for production tax payments.

This document serves to provide instructions for submitting monthly data to the DOR Tax Division, and to define the Excel format required for this monthly submittal.

# Overview

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By the last day of each month, all organizations reporting oil and gas production data and estimated taxes to the DOR Tax Division are required to submit the previous month's data by the submittal process outlined in this document. The data must be provided in the Excel format defined in this document.

The generalized workflow for submitting monthly data is as follows:

**Step 1:** Obtain the standardized Excel formatted file to be used as a template.

**Step 2:** Using the template, create an Excel file containing monthly data.

**Step 3:** Submit the Excel file using OTIS.

## Excel Data Files

All data is required to be submitted in the Excel format defined in this document. File names should incorporate the production month and year and the version of the submittal ("01" for the original submission, "02" for the first amendment, "03" for the second amendment, etc.). For example, for production month February 2009 data, the Excel file containing the original data submission should include "200902v01.xls" in the file name. Filers may chose to include other key information in the file name as well, such as an identifier for the organization.

The Excel format is defined in detail in this document.

## Submittal Process

The Excel data file must be submitted to the DOR Tax Division by the last day of the reporting month and by the process outlined in this document using the OTIS interface. OTIS is a secured payment collection web application system for SOA taxpayers brought into use in February 2007, and is designed around the SOA's Technology and Security standards and the statutory and regulatory requirements and standard operating procedures surrounding doing online business with the DOR.

Taxpayers who already do online business with the DOR Tax Division have login access to OTIS for making tax payments. New users of OTIS will be required to first enroll in myAlaska, the SOA's secured portal for doing online business with various entities, and then setup an account for OTIS with the Tax Division. Both OTIS and myAlaska are discussed in detail below.

For the complete Estimated Tax Payment filing, in addition to the monthly Excel form, the following are required attachments:

- Tax Calculation
- Tax Credit Applications Under AS 43.55.025
- Cost Data and Lease Expend...
- Netback Information
- Affidavits
- Gas Sales Invoices (North Slope and Cook Inlet)
- Tax Credit Applications Under AS 43.55.023
- PAOS and Royalty and Taxes Due Report
- Royalty Reports
- Well Day Information
- Cook Inlet Gas Storage Documents
- Oil and Gas Sales Contracts – (North Slope and Cook Inlet)

Each step of the monthly submittal process is described in detail in Step 3.

## Step 1: Obtain Excel Template

After May 1, 2009, obtain a copy of the Excel template from the DOR Tax Division website at: <http://www.tax.state.ak.us/>. Hold the cursor over the Programs tab and click on the “ACES Oil & Gas Production Tax” link:

The screenshot shows the Alaska Department of Revenue Tax Division website. The top navigation bar includes links for State, Revenue, Contact Us, Taxes, Forms, and About Tax. A search bar is located on the right. The 'Programs' tab is selected, displaying a list of tax programs. The 'ACES Oil & Gas Production Tax' link is highlighted. The main content area features a section titled 'Oil & Gas Production Tax News and Information' with a sub-link for 'New Information Posted 12/5/2008'. Below this is a 'Tax News' section with links to various 2008 revenue sources and introductory letters. The 'Oil Prices' section displays a table of oil and gas prices for 12/8/2008.

Product	Price (\$/barrel)	Change
ANS West Coast	\$38.51	\$2.90 ↑
West Texas Intermediate	\$43.71	\$2.90 ↑
Henry Hub	\$5.74	(\$0.25) ↓

Product	Quantity	Date
ANS Production	780,492	12/5/2008
Other In-State Production	12,803	12/5/2008
Alaska Production	793,295	12/5/2008

Below the table, there are links to 'Oil & Gas Production Tax Statutes', 'Petroleum Profits Tax Regulations (4/4/2007)', 'Oil Price Archives', 'Oil Production Statistics', 'FY08 Weekly Price/Production Update', 'Prevailing Values', 'Interest Rate', and 'Notice to Taxpayers regarding use of email systems'.

On the ACES (Alaska's Clear & Equitable Share) page, click on the "Forms" button.

State Revenue Contact Us Taxes Forms About Tax Search Tax Website  find

**Tax Division**

Programs Forms Reports Online Services Contact Us ACES Production Tax

Department of Revenue > Tax Division > Programs > ACES Production Tax Text Size: A+ | A- | A Text Only


## ACES (Alaska's Clear & Equitable Share)

### Tax News Archives

- 4/16/2009 North Slope Gas Prevailing Value Now on Tax Division Website
- 3/31/2009 Error Notice for myAlaska Users
- 3/27/2009 Revised and Corrected Credit Forms Now Available on Forms Page
- 2/27/2009 Workshop Announcement Reimbursements under AS 43.55.170 Proposed 15 AAC 55.280 Revised Draft 2/27/09
- 2/26/2009 Reimbursements under AS 43.55.170 Proposed 15 AAC 55.280 Revised Draft
- 2/10/2009 Advisory Bulletin 2009-01, gas "used in the state"
- 1/29/2009 How to Access Audio Recording for Lease Expenditure & Overhead January 21, 2009 Public Hearing
- 1/28/2009 Proposed Transportation Regulations: Example Section 181(g).xls
- 1/28/2009 Proposed Transportation Regulations: Example Section 195(m).xls
- 1/26/2009 Agenda for January 27, 2009 Transportation Workshop
- 1/26/2009 Discussion Topic for 1/27/09 Transportation Workshop: Determining How to Apply Lower of Actual or Reasonable Costs


**Forms** Reports Statutes/Regulations FAQs



On the ACES forms page, scroll down to the “Economic Monthly Information Report (AS 43.55)” form and click on the  button to the far right:

[State](#)
[Revenue](#)
[Contact Us](#)
[Taxes](#)
[Forms](#)
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[ACES Production Tax](#)









Department of Revenue > Tax Division > Programs > ACES Production Tax  
> ACES Production Tax Forms

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Text Only

## ACES (Alaska's Clear & Equitable Share)

Note: The Tax Division is offering users an interactive option to **some** of the forms provided on this page. This means that you may either print a blank form to fill out manually, or you may enter your data directly onto the form and then print the completed form to sign and send to the Tax Division.

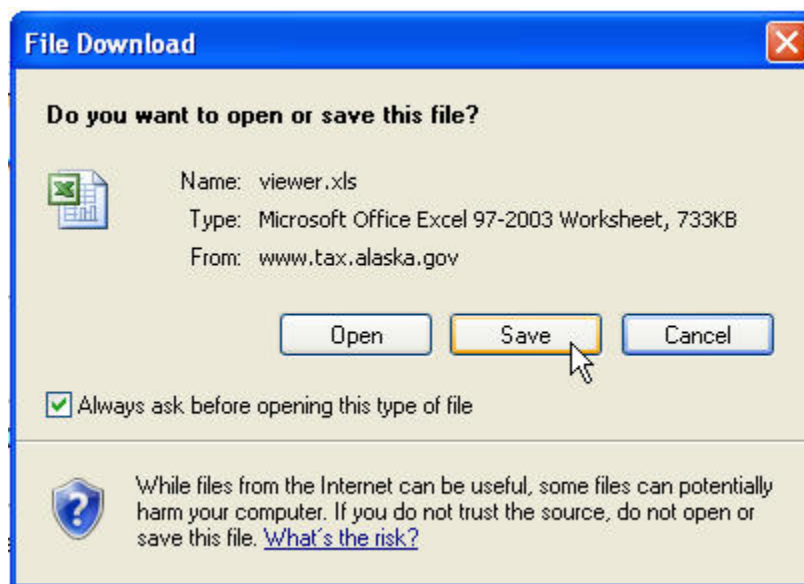
Forms that are interactive will have the (Fill-in Form) designation next to the form number. Before using the interactive forms, please review the [instructions](#).

Form Name	Form
Production Tax Refund Request Form 0405-360 <b>Excel fill-in</b>	
Annual Tax Information Form 2008 0405-340.08 <b>Excel</b>	
Limited Power of Attorney for Members of Consortium of Explorers 0405-776 <b>Excel</b>	
Oil and Gas Production Tax Credit Claim (AS 43.55.025) 0405-310 <b>Excel fill-in</b>	
Alaska Oil and Gas Production Tax Credits (AS 43.55.023) 0405-330 <b>Excel fill-in</b>	
Application for Tax Credit Certificate & Transfer of the Certificate under AS 43.55.023(d) 0405-331 <b>Excel fill-in</b>	
Application for Cash Purchase of Tax Credit Certificate under AS (43.55.028) 0405-325 <b>Excel fill-in</b>	
Economic Monthly Information Report (AS 43.55) 43.55 <b>Excel fill-in</b>	

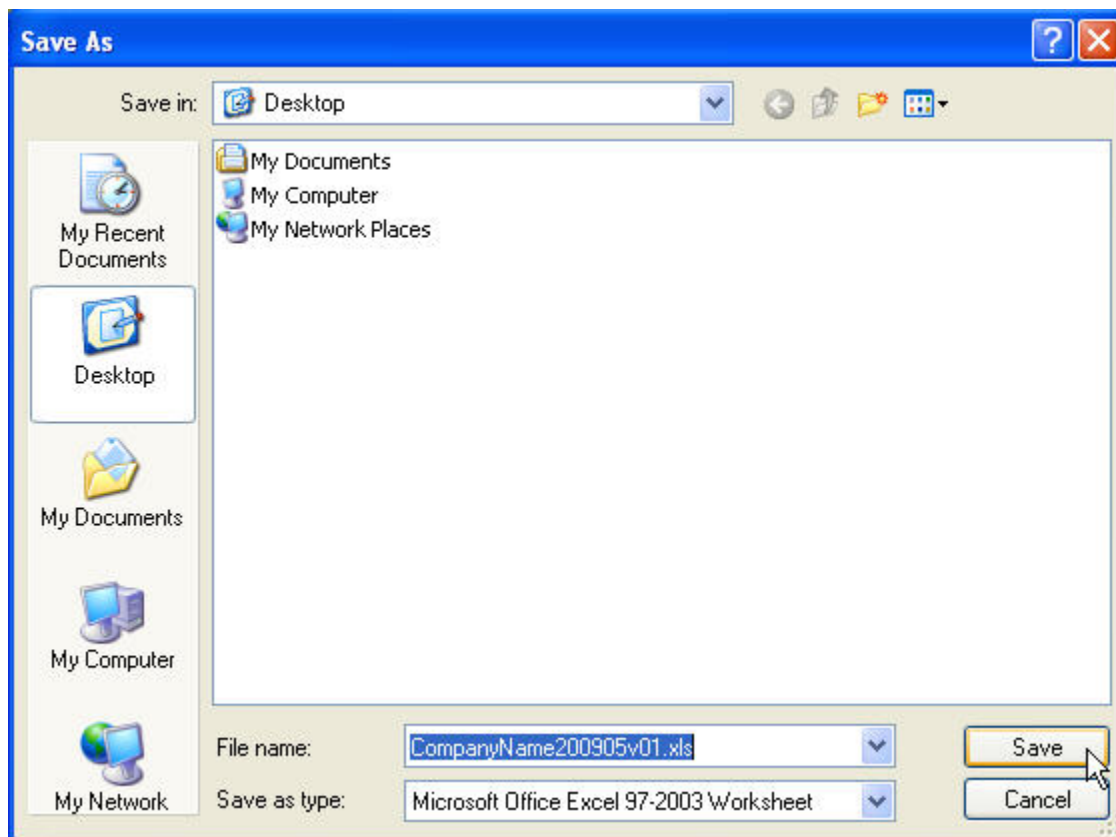
[Previous Years' Forms](#)



Save the file to your computer by clicking on the “Save” button:”



Name the file using the convention mention above that includes the production year, month, and version, and including any additional identifier such as company name. Locate the appropriate directory in which to save the file, and click on the “Save” button:



## Step 2: Create Excel File

Using the downloaded Excel template, simply type your data into the appropriate cells and save the file with the appropriate filename as described above. This template format is the only format that will be accepted for upload. The template has been locked so that only certain cells are available for typing into. The template will not allow new rows or columns to be added. The data will be validated during the upload process, and upon successful data loading, the submitted Excel file will be archived in the database with the data.

### DOR ER Excel Format Defined

The DOR ER Excel submission format is made up of sections that represent data tables in the database, and cells of data elements that represent fields in a data table. All required cells must contain data in the submission file. For instances where you do not have data for a required cell, enter a "0". Please refer to Appendix A of this document or the "Specific Instructions" worksheet of the Excel template for details on data requirements by cell.

The workbook is divided into worksheets for North Slope Units (by Unit name), Other North Slope Units, Cook Inlet, Non-North Slope Non-Cook Inlet Units, Credit Summary & Tax Totals, and Comments. All unlocked cells are shaded in light yellow and have dashed border lines. These are the only cells that can be entered into.

To add a new Unit worksheet for the North Slope region, please contact the Tax Division at (907) 269-6620 or by email at [Tax\\_EconomicResearch@alaska.gov](mailto:Tax_EconomicResearch@alaska.gov).

Each worksheet is described in detail in the following sections.

### Cover & Instructions

The data that is entered on the cover worksheet is used to identify the company and production month/year of the submittal. This information is stamped on all subsequent worksheets at the top of each page.

	A	B	C	D	E	F
1	<b>Alaska Department of Revenue AS 43.55 Monthly Information Report</b>					
2						
3	<b>Company Name:</b>					
4	<b>Month for Which Information Applies:</b>					
5	<b>Report Year:</b>					
6						
7	<b>Date Submitted:</b>					
8						
9						
10	<b>General Instructions:</b>	This form is to be used to report monthly information re				
11		produced, lease expenditures incurred for oil exploratio				
12		production operations, production tax credits, and tax a				

### Specific Instructions

Detailed instructions and clarifications are provided in this worksheet for each line number in the data worksheets, organized by Series number.

## Data Worksheets

For the monthly data, there are individual worksheets for each North Slope Unit by Unit name, and a single worksheet for non-unitized locations organized by "Other North Slope", Cook Inlet", and "Non-North Slope Non-Cook Inlet". The data worksheets are organized in subsections for Production (Series 100, 200, and 300), Values (Series 400, 450, and 500), Expenditures/Adjustments (Series 600, 700, and 800), and ELF Data.

### Production

The Production Section contains data about production volume. Volume information is collected separately for oil, gas, and NGLs.

The Production 100 Series oil volume subsection contains the following data elements:

6	<b>100</b>	<b>Oil volume (bbls.) (report NGL volumes in section 300 below)</b>	
7	101	Oil recovered from the reservoir (volumes produced plus used for operations or repressuring)	
8	102	Oil used in lease operations per AS 43.55.020(e)	
9	103	Oil used in lease operations - OCS	
10	104	Non-Taxable Royalty Volume (in kind)	
11	105	Non-Taxable Royalty Volume (in value)	
12	106	Private royalty volume per AS 43.55.011(i)	
13	107	Other oil volume increase/decrease (enter negative sign for decrease and provide explanation on Comments worksheet)	
14	108	Taxable oil volume sold and not shipped in TAPS	
15	109	Taxable oil volume sold and shipped in TAPS	
16	110	Volumes in 109 subject to marine transportation	
17	111	Volumes in 109 not subject to marine transportation	

The Production 200 Series gas volume subsection contains the following data elements:

20	<b>200</b>	<b>Gas volume (mcf)</b>	
21	201	Gas recovered from the reservoir (volumes produced plus used for operations or repressuring plus authorized flare volumes)	
22	202	Gas reinjected into the reservoir	
23	203	Gas used in lease operations per AS 43.55.020(e)	
24	204	Gas used in lease operations - OCS	
25	205	Total flare volumes	
26	206	Excess flare volumes in 205 per 15 AAC 55.071	
27	207	Non-Taxable Royalty Volume (in kind)	
28	208	Non-Taxable Royalty Volume (in value)	
29	209	Private royalty volume per AS 43.55.011(i)	
30	211	Other gas volume increase/decrease (enter negative sign for decrease and provide explanation on Comments worksheet)	
31	212	Taxable gas sales - in state consumption	
32	213	Taxable gas sales - export	

The Production 300 Series NGL volume subsection contains the following data elements:

35	<b>300</b>	<b>NGL volume (bbls.)</b>
36	301	NGLs recovered from the reservoir (volumes produced plus used for operations or repressuring)
37	302	NGLs used in lease operations per AS 43.55.020(e)
38	303	NGLs used in lease operations - OCS
39	304	Non-Taxable Royalty Volume (in kind)
40	305	Non-Taxable Royalty Volume (in value)
41	306	Private royalty volume per AS 43.55.011(i)
42	307	Other NGL volume increase/decrease (enter negative sign for decrease and provide explanation on Comments worksheet)
43	308	Taxable NGL volume sold and not shipped in TAPS
44	309	Taxable NGL volume sold and shipped in TAPS
45	310	Volumes in 309 subject to marine transportation
46	311	Volumes in 309 not subject to marine transportation

## Values

The Values Section contains data about product value in whole US dollars extended 4 to 15 decimals with a 4 decimal minimum. Value data is collected separately for oil, NGLs, and gas.

For the North Slope Units, the Values Series 400 and 450 subsections require explanation for two fields. The Values 400 Series oil subsection contains the following data elements:

50	<b>400</b>	<b>Oil Value (US\$/bbl)</b>		
51	401	Destination value		na
52	402	Marine costs		na
53	403	TAPS cost (North Slope)		na
54	404	TAPS quality bank adjustment (North Slope)		na
55	405	Other adjustments downstream PS#1 (North Slope) (provide explanation)		Explanation:
56	406	North Slope quality bank adjustment upstream of PS #1		na
57	407	North Slope transportation costs upstream PS#1		na
58	408	North Slope other adjustments upstream PS#1 (provide explanation)		Explanation:
59	409	Non-North Slope pipeline transportation costs		na
60	410	Non-North Slope quality bank adjustment		na
61	411	Non-North Slope other adjustment		na

The Values 450 Series NGLs subsection contains the following data elements:

64	<b>450</b>	<b>NGL Value (US\$/bbl)</b>		
65	451	Destination value		na
66	452	Marine costs		na
67	453	TAPS cost (North Slope)		na
68	454	TAPS quality bank adjustment (North Slope)		na
69	455	Other adjustments downstream PS#1 (North Slope) (provide explanation)		Explanation:
70	456	North Slope quality bank adjustment upstream of PS #1		na
71	457	North Slope transportation costs upstream PS#1		na
72	458	North Slope other adjustments upstream PS#1 (provide explanation)		Explanation:
73	459	Non-North Slope pipeline transportation costs		na
74	460	Non-North Slope quality bank adjustment		na
75	461	Non-North Slope other adjustment		na



The Values 500 Series gas subsection contains the following data elements:

78	<b>500</b>	<b>Gas Value (US\$/mcf)</b>
79	501	Destination value
80	502	Marine costs
81	503	Liquefaction Costs
82	504	Transportation Costs other than LNG liquefaction
83	505	Quality adjustment

### *Expenditures/Adjustments*

The Expenditures/Adjustments Section contains information related to capital and operating expenditures, and any adjustments being reported for past months. Expenditures and adjustments should be reported in whole US dollars.

The Expenditures/Adjustments Section 600 Series capital expenditures subsection contains the following data elements:

88	<b>600</b>	<b>Capital expenditures (US\$)</b>
89	601	Lease expenditures that are qualified capital expenditures before exclusions under AS 43.55.165(e)(18) and (19), and before adjustments under AS 43.55.170
90	602	Amounts in 601 for exploration (including delineation) and development (see instructions)
91	603	Amount in 602 for which there will be application for AS 43.55.025 credit
92	604	Amounts in 601 for production
93	605	Capex exclusion per AS 43.55.165(e)(18)
94	606	Capex exclusion per AS 43.55.165(e)(19) (Unit only)
95	607	Briefly describe the basis for deriving reported monthly capital expenditures

The Expenditures/Adjustments Section 700 Series operating expenditures subsection contains the following data elements:

98	<b>700</b>	<b>Operating expenditures (US\$)</b>
99		These lines should be reported as if AS 43.55.165(j) did not apply, for units subject to AS 43.55.165(j)
100	701	Lease expenditures other than qualified capital expenditures before exclusion under AS 43.55.165(e)(19), and before adjustments under AS 43.55.170
101	702	Overhead allowance included in Line 701
104	703	Operating expenditure exclusion per AS 43.55.165(e)(19) (Unit only)
105	704	Property Tax lease expenditures included in Line 701
106	705	Net profit share lease payments to the state included in Line 701
107	706	Lease expenditures as determined under AS 43.165(j), if applicable (Unit only)
108	707	Briefly describe the basis for deriving reported monthly operating expenditures

The Expenditures/Adjustments Section 800 Series adjustments subsection contains the following data elements:

111	<b>800</b>	<b>Adjustments (US\$) (Unit only)</b>	
112	801	Payments and credits received per AS 43.55.170 (provide explanation)	Explanation:

## ELF Data

The ELF Data Section contains summary data related to the old ELF tax system. This information is collected as the minimum information required to calculate taxes that would have been collected under the ELF regulations of pre-April 2006.

The ELF Data Section contains the following data elements:

117	850	ELF Data
118	851	Well Days
119	852	Oil ELF
120	853	Gas ELF

## North Slope Units

Each North Slope Unit has its own worksheet identified by the Unit name, and containing the Unit's PAs identified as column headings. New PAs may be entered in the columns to the right of the last identified PA. The North Slope Unit worksheets provide a column for reporting totals for the entire Unit where appropriate (e.g., the Series 400 "Values" are to be reported by Unit only, so these data values are entered in the "Totals" column).

A typical North Slope Unit worksheet looks like this:

1			Column		
2	Company Name, Production Month Production Year		Totals	PRUDHOE	AURORA
3			This sheet	PA 1	PA 2
4	PRODUCTION				
6	100	Oil volume (bbbls.) (report NGL volumes in section 300 below)			
7	101	Oil recovered from the reservoir (volumes produced plus used for operations or repressuring)	0		
8	102	Oil used in lease operations per AS 43.55.020(e)	0		
9	103	Oil used in lease operations - OCS	0		
10	104	Non-Taxable Royalty Volume (in kind)	0		
11	105	Non-Taxable Royalty Volume (in value)	0		
12	106	Private royalty volume per AS 43.55.011(i)	0		
13	107	Other oil volume increase/decrease (enter negative sign for decrease and provide explanation on Comments worksheet)	0		
14	108	Taxable oil volume sold and not shipped in TAPS	0		
15	109	Taxable oil volume sold and shipped in TAPS	0		
16	110	Volumes in 109 subject to marine transportation	0		
17	111	Volumes in 109 not subject to marine transportation	0		
20	200	Gas volume (mcf)			
21	201	Gas recovered from the reservoir (volumes produced plus used for operations or repressuring plus authorized flare volumes)	0		
22	202	Gas reinjected into the reservoir	0		
23	203	Gas used in lease operations per AS 43.55.020(e)	0		
24	204	Gas used in lease operations - OCS	0		
25	205	Total flare volumes	0		
26	206	Excess flare volumes in 205 per 15 AAC 55.071	0		
27	207	Non-Taxable Royalty Volume (in kind)	0		
28	208	Non-Taxable Royalty Volume (in value)	0		
29	209	Private royalty volume per AS 43.55.011(i)	0		



The North Slope Unit worksheets are listed here with their associated PAs:

### *Prudhoe Bay*

PA 1 – PRUDHOE  
PA 2 – AURORA  
PA 3 – BOREALIS  
PA 4 – MIDNIGHT SUN  
PA 5 – ORION  
PA 6 – POLARIS  
PA 7 – LISBURNE  
PA 8 – N PBU  
PA 9 – NIAKUK  
PA 10 – PT MCINTYRE  
PA 11 – RAVEN  
PA 12 – WEST BEACH  
PA 13 – WEST NIAKUK  
[Enter new PA]

### *Kuparuk*

PA 1 – KUPARUK  
PA 2 – MELTWATER  
PA 3 – TABASCO  
PA 4 – TARN  
PA 5 – UGNU 2  
PA 6 – WEST SAK  
[Enter new PA]

### *Milne Pt.*

PA 1 – MILNE POINT  
PA 2 – SAG RIVER  
PA 3 – SCHRADER BLUFF  
[Enter new PA]

### *Duck Island*

PA 1 – ENDICOTT  
PA 2 – EIDER  
PA 3 – SAG DELTA  
[Enter new PA]

### *Colville River*

PA 1 – ALPINE  
PA 2 – ALPINE WEST  
PA 3 – FIORD-NECHELIK  
PA 4 – FIORD-KUP  
PA 5 – NANUQ-NANUQ  
PA 6 – NANUQ-KUP  
PA 7 – QANNIK  
[Enter new PA]

### *Badami*

PA 1 – BADAMI  
[Enter new PA]

### Northstar

PA 1 – NORTHSTAR  
[Enter new PA]

### Oooguruk

PA 1 – OOOGURUK  
[Enter new PA]

### Nikaitchuq

PA 1 – NIKAITCHUQ  
[Enter new PA]

### Pt Thomson

PA 1 – PT THOMSON  
[Enter new PA]

### Non-Unitized Operations (e.g., Tract Operations)

There are three worksheets for non-unitized operations: one for “Other North Slope”, one for “Cook Inlet”, and one for everywhere else (non-North Slope and non-Cook Inlet). These worksheets only apply when there is no official Unit or PA identifier. These worksheets differ from the North Slope worksheets in that they do not contain the “Totals” column and the column headings have to be entered. The sections and subsections in these worksheets are the same as in the North Slope Unit worksheets described above.

A typical non-unitized worksheet looks like this (notice the absence of the “Totals” column):

1				Column	Unit or Tract identifier	Unit or Tract identifier
2	Company Name, Production Month Production Year			Totals	Enter name	Enter name
3				This sheet	Optional name	Optional name
4	PRODUCTION					
6	100	Oil volume (bbls.)				
7	101	Oil recovered from the reservoir (volumes produced plus used for operations or repressuring)			0	
8	102	Oil used in lease operations per AS 43.55.020(e)			0	
9	103	Oil used in lease operations - OCS			0	
10	104	Non-Taxable Royalty Volume (in kind)			0	
11	105	Non-Taxable Royalty Volume (in value)			0	
12	106	Private royalty volume per AS 43.55.011(i)			0	
13	107	Other oil volume increase/decrease			0	
14	108	Taxable oil volume sold and not shipped in TAPS			0	
15	109	Taxable oil volume sold and shipped in TAPS			0	
16	110	Volumes in 109 subject to marine transportation			0	
17	111	Volumes in 109 not subject to marine transportation			0	
19						
20	200	Gas volume (mcf)				
21	201	Gas recovered from the reservoir (volumes produced plus used for operations or repressuring plus authorized flare volumes)			0	
22	202	Gas reinjected into the reservoir			0	
23	203	Gas used in lease operations per AS 43.55.020(e)			0	
24	204	Gas used in lease operations - OCS			0	
25	205	Total flare volumes			0	
26	206	Excess flare volumes in 205 per 15 AAC 55.071			0	
27	207	Non-Taxable Royalty Volume (in kind)			0	
28	208	Non-Taxable Royalty Volume (in value)			0	
29	209				0	

## Credit Summary & Tax Totals

The Credit and Tax Remittance Summary worksheet contains the 900 Series data related to credits in terms of how much was earned, purchased, transferred, etc., and the amount of estimated tax being remitted with the monthly data submittal. The worksheet looks like this:

Company Name, Production Month Production Year						
900	<b>CREDIT AND TAX REMITTANCE SUMMARY</b>					
<b>Credits Generated by Reporting Company this Period and Subtracted this Period in Calculating Estimated Tax Payments</b>						
6	901	Qualified Capital Credits under AS 43.55.023(a) (not to exceed 1/12th of 50% of credits expected to be earned in the year)	Credits Generated	Credits Subtracted	Ending Balance	
7	902	Small Company Credits under AS 43.55.024				
<b>Credits Generated or Purchased in a Prior Period and Subtracted this Period in Calculating Estimated Tax Payments</b>						
			Certificate Number	Credits Generated	Credits Subtracted	Ending Balance
11	903	Qualified Capital Credits under AS 43.55.023(a) (not to exceed 1/12th of 50% of credits earned in prior year)				
12	904	NOL Credits under AS 43.55.023(b)				
13	905	Transferable Tax Credit Certificates under AS 43.55.023(d)				
14	a	Cert 1 - (Insert certificate number)				
15	b	Cert 2 - (Insert certificate number)				
16	c	Cert 3 - (Insert certificate number)				
18	906	TIE Credits under AS 43.55.023(i)				
19	907	Earned Exploration Incentive Credits under AS 43.55.025 (not purchased)				
20	a	Cert 1 - (Insert certificate number)				
21	b	Cert 2 - (Insert certificate number)				
22	c	Cert 3 - (Insert certificate number)				
24	908	Purchased Exploration Incentive Credit Certificates under AS 43.55.025				
25	a	Cert 1 - (Insert certificate number)				
26	b	Cert 2 - (Insert certificate number)				
27	c	Cert 3 - (Insert certificate number)				
29	909	Other Credits (List type)	Type			
30	a	Cert 1 - (Insert certificate number)				
31	b	Cert 2 - (Insert certificate number)				
32	c	Cert 3 - (Insert certificate number)				
34	910	Total Credits Generated and Subtracted this Period in Calculating Estimated Tax Payments (Sum of Lines 901-909)				

## Credits

The subsections of 900 Series related to credits are as follows:

4	Credits Generated by Reporting Company this Period and Subtracted this Period in Calculating Estimated Tax Payments		Credits Generated	Credits Subtracted	Ending Balance
6	901	Qualified Capital Credits under AS 43.55.023(a) (not to exceed 1/12th of 50% of credits expected to be earned in the year)			
7	902	Small Company Credits under AS 43.55.024			

9	Credits Generated or Purchased in a Prior Period and Subtracted this Period in Calculating Estimated Tax Payments		Certificate Number	Credits Generated	Credits Subtracted	Ending Balance
11	903	Qualified Capital Credits under AS 43.55.023(a) (not to exceed 1/12th of 50% of credits earned in prior year)				
12	904	NOL Credits under AS 43.55.023(b)				
13	905	Transferable Tax Credit Certificates under AS 43.55.023(d)				
14	a	Cert 1 - (Insert certificate number)				
15	b	Cert 2 - (Insert certificate number)				
16	c	Cert 3 - (Insert certificate number)				
18	906	TIE Credits under AS 43.55.023(i)				
19	907	Earned Exploration Incentive Credits under AS 43.55.025 (not purchased)				
20	a	Cert 1 - (Insert certificate number)				
21	b	Cert 2 - (Insert certificate number)				
22	c	Cert 3 - (Insert certificate number)				
24	908	Purchased Exploration Incentive Credit Certificates under AS 43.55.025				
25	a	Cert 1 - (Insert certificate number)				
26	b	Cert 2 - (Insert certificate number)				
27	c	Cert 3 - (Insert certificate number)				
29	909	Other Credits (List type)	Type			
30	a	Cert 1 - (Insert certificate number)				
31	b	Cert 2 - (Insert certificate number)				
32	c	Cert 3 - (Insert certificate number)				
34	910	Total Credits Generated and Subtracted this Period in Calculating Estimated Tax Payments (Sum of Lines 901-909)				

37	Credits Sold to Other Companies or to the State this Period		Type	Certificate Number	Total Sold
39	911	Credits Sold to Other Companies (List by Type, i.e., .023(a), .025, etc.)			
40	a	Cert 1 - (Insert certificate number)			
41	b	Cert 2 - (Insert certificate number)			
42	c	Cert 3 - (Insert certificate number)			
44	912	Credits Sold to the State (List by Type, i.e., .023(a), .025, etc.)			
45	a	Cert 1 - (Insert certificate number)			
46	b	Cert 2 - (Insert certificate number)			
47	c	Cert 3 - (Insert certificate number)			

Credit Generated to Date but not yet Used and Future Anticipated Credits from Activity this Period			Beginning Balance	Credits Generated but not Subtracted this Period	Ending Balance
49					
51	913	Credits generated but not yet used (future credits anticipated) by credit type			
52		a AS 43.55.023(a) credits			
53		b AS 43.55.023(b) credits			
54		c AS 43.55.024 credits			
55		d AS 43.55.025 credits			

## Remittance

The subsection of the 900 Series related to remittance looks like this:

Monthly Remittances Made with this Form			Credit or Payment	Amount	Payment Explanation
56					
57	920	a Gross value at the point of production of the oil and gas produced during the period			
58		b 1/12 of the adjusted lease expenditures that are deductible for the calendar year for the leases or properties			
59		c Sum of 25 percent and the tax rate calculated for the month under AS 43.55.011(g)			
60		d Credits subtracted this period in calculating monthly installment payment of estimated tax for this period (Line 910)			
61		e Monthly installment payment of estimated tax for the period, excluding conservation surcharges			
62	930	Additional payments or adjustments included with this form			
63		a Payment or adjustment item number 1			
64		b Payment or adjustment item number 2			
65		c Payment or adjustment item number 3			
66		d Payment or adjustment item number 4			
67		e Payment or adjustment item number 5			
68	940	Conservation Surcharge Payments Remitted with this form			
69		a AS 43.55.201 Conservation Surcharge Payment Remitted			
70		b AS 43.55.300 Conservation Surcharge Payment Remitted			
71	950	Total All Payments Remitted with this form (Sum of lines 920e through 940)			

## Comments

The last worksheet of the workbook template is for comments. All comments are to be entered in this worksheet, including comments related to the entire region, entire unit, entire PA, or to a specific cell on a worksheet. When adding comments for specific cells, please include in the "Data Element" name the Line #, section title, and description of the cell. For example, to add a comment related to the total gas flare volumes for Aurora PA at Prudhoe Bay, the comment row should look like this:

1	Company Name, Production Month Production Year			
2				
3				
4				
5	Region	Unit	Participating Area (Column)	Data Element
6	North Slope	Prudhoe Bay	Aurora (PA2)	Line 205, Gas Volume: Total flare volumes
7				
8				

## Further Assistance

For further assistance with the Excel format, please contact the Tax Division at (907) 269-6620 or by email at [Tax\\_EconomicResearch@alaska.gov](mailto:Tax_EconomicResearch@alaska.gov).

## Step 3: Submit Excel File

Once you are confident that your Excel file will pass validation, you are ready to submit your data to the DOR Tax Division via OTIS. In order to use the OTIS system, you must have an active myAlaska account and you must also have an OTIS account. If you already have a myAlaska account, you may skip the next section on registration with myAlaska. If you do not already have a myAlaska account, please read the following section carefully.

### myAlaska Registration

You must have an account with the SOA's myAlaska program in order to submit your data to the DOR Tax Division via the OTIS interface. You will want to give yourself plenty of time prior to the first due date to complete the process. It can take up to 24 hours to receive approval for a new myAlaska account.

The myAlaska system is an infrastructure developed by the State of Alaska for web commerce applications enabling electronic signature and identity management in a secure online environment. This web portal may be used by any department of State government for conducting business with the general public, providing a means of obtaining a signature from an individual whose identity can be verified instantly.

If you do not already have a myAlaska account, please follow these instructions to set up an account.

Using Internet Explorer, navigate to: <https://myalaska.state.ak.us/OTIS>. Above the login box, click on the myAlaska link:

The screenshot shows the web interface of the Alaska Department of Revenue's Online Tax Information System. At the top, there is a navigation bar with links: Contacts, Commissioner's Office, Child Support, PFD, Tax, Treasury, and Revenue Dept. (which is highlighted). A search bar with the text 'find' is also present. The main heading reads 'Alaska Department of Revenue Online Tax Information System'. Below this, a breadcrumb trail shows 'State of Alaska > DOR > Online Tax Information System'. A welcome message states: 'Welcome to the Online Tax Information System. You must have an account with the state's myAlaska program to enter this system. Signing up for an account with myAlaska is fast, easy, and free. If you do not have a myAlaska account enroll now at [myAlaska](#). If you have a myAlaska account, log in below to begin.' A hand cursor icon points to the 'myAlaska' link. Below the text is a login box with the prompt 'Login with your myAlaska account to apply online:'. It contains two input fields for 'Username' and 'Password', followed by a 'Login' button. Two links are provided: '[Forgot your username?](#)' and '[Forgot your password?](#)'. At the bottom of the page, there is contact information: 'For more information or help email the [Tax Division](#) or call the Tax Division help desk at 907-465-2320. Click [here](#) for OTIS Oil and Gas specific help.' The footer includes links for 'Department of Revenue', 'Tax Division Home', 'State of Alaska', 'myAlaska', and 'Webmaster'.



You will be directed to the myAlaska new account page:

Please Login:  
Username  
Password

[Home](#)  
[Forgot Username?](#)  
[Forgot Password?](#)  
[New User?](#)

[Browser Compatibility](#)

Sign up for a  
**new account:**

Username   
[username tips](#)

Password  (six character minimum)  
[password tips](#)

Password (again)

Secret Question [what is this?](#) Your mother's maiden name?

Answer

E-Mail Address   
[why is this required?](#)

E-Mail Address (again)

**User Agreement**

AGREEMENT BETWEEN YOU AND THE STATE OF ALASKA

myAlaska is a web service operated by the State of Alaska that provides single-sign-on (authentication) for multiple state services and a framework for electronic signatures for state

☐ I Accept the User Agreement

[Contact us](#) [Help](#) [Privacy Policy](#) [User Agreement](#)

Complete the form and click on the “Send Email Confirmation” button. Within 24 hours you should receive an email with detailed instructions for completing the registration process. Once this process is complete, you can register for an OTIS account with the Tax Division.

### myAlaska Assistance

The myAlaska system is managed and maintained by the State of Alaska Department of Administration's Enterprise Technology Services (ETS). If you have any questions or difficulties with myAlaska registration, please contact the Help Desk by email at [myalaska.help@alaska.gov](mailto:myalaska.help@alaska.gov), or by phone: inside Alaska at (800) 582-5111 or outside Alaska at (907) 465-5211.



## Login

Once you have a myAlaska account, use Internet Explorer to navigate to OTIS at <https://myalaska.state.ak.us/OTIS/Login/Login.aspx?return=https%3a%2f%2fmyalaska.state.ak.us%2fOTIS%2fAuthenticatedPortal.aspx> and login using your myAlaska username and password:

The screenshot shows the login page of the Alaska Department of Revenue's Online Tax Information System (OTIS). The page has a yellow header with navigation links: Contacts, Commissioner's Office, Child Support, PFD, Tax, Treasury, and Revenue Dept. The main heading is "Alaska Department of Revenue Online Tax Information System". Below the heading, it says "Welcome to the Online Tax Information System." and provides instructions on how to use the system. A login box is centered on the page, containing fields for "Username" (with "myAlaska username" as a placeholder) and "Password" (with masked characters). A "Login" button is below the password field, along with links for "Forgot your username?" and "Forgot your password?". At the bottom, there are links for "Department of Revenue", "Tax Division Home", "State of Alaska", "myAlaska", and "Webmaster".

On the "Welcome" page click on the Payment Center button.

The screenshot shows the "Welcome Taxpayer" page of the Alaska Department of Revenue's Online Tax Information System (OTIS). The page has a yellow header with navigation links: Contacts, Commissioner's Office, Child Support, PFD, Tax, Treasury, and Revenue Dept. The main heading is "Alaska Department of Revenue Online Tax Information System". Below the heading, it says "Welcome Taxpayer" and provides a welcome message. A navigation bar contains tabs for Home, Returns, Payments, Permits, Cart, and History. The main content area lists several services: "Return Center" (submit tax returns), "Payment Center" (submit payments), "Permits and Licenses" (apply for permits), "Cart" (review transactions), and "History" (view transaction details). A "News and Updates" box on the right mentions "NEW Oil and Gas uploads are now available through the Payment Center!". At the bottom, there are links for "Department of Revenue", "Tax Division Home", "State of Alaska", "myAlaska", "Webmaster", and a "Logout" link.

You will be asked to enter your company's EIN (Employer Identification Number). Click on the “select the EIN” link as shown.

If your company is not already registered with OTIS, please read the OTIS Registration section carefully and give yourself plenty of time to complete the registration process. If your company is already registered, you may skip to the next section.

## OTIS Registration

Upon clicking on the “Select the EIN” link, the list of available EIN's registered with OTIS will open. If your company does not appear in the list, you must register your EIN with OTIS. Click on the “Register” link:

From the Tax Program drop-down list select “Oil and Gas Production Tax”:

The screenshot shows the Alaska Department of Revenue Online Tax Information System interface. The top navigation bar includes links for Contacts, Commissioner's Office, Child Support, PFD, Tax, and Treasury, along with a Revenue Dept. search bar. The main header displays the system name and a 'TEST' watermark. Below the header, a navigation menu contains Home, Filing, Payments, Permits, Cart, and History. The 'Payments' section is active, showing a 'Payment Center : EIN Registration' icon and instructions. The 'Registration Step 1: Please enter the following information.' section includes a 'Tax Program Information' dropdown menu. The dropdown is open, displaying a list of tax programs. 'Oil and Gas Production Tax' is highlighted by the mouse cursor. Other visible programs include AGIA, Alcoholic Beverages Tax, Cigarette Personal Consumption Tax, Commercial Passenger Vessel Excise Tax, Corporate Income Tax: Corporations, Corporate Income Tax: Oil & Gas Corps, Dive Fishery Management Assessment, Electric Cooperative Tax, Fisheries Business Tax, Fishery Resource Landing Tax, Gaming: Distributor, Gaming: Manufacturer, Gaming: Multiple-beneficiary Permittee, Gaming: Operator, Gaming: Permittee, Large Passenger Vessel Gambling Tax, Mining License Tax, Motor Fuel Tax, Oil and Gas Property Tax, Regulatory Cost Charges, Salmon Enhancement Tax, Seafood Development Tax, Seafood Marketing Assessment, Telephone Cooperative Tax, Tire Fee, Tobacco Tax, and Vehicle Rental Tax. A 'Logout' link is visible in the bottom right corner.

The page will refresh to display the Taxpayer Information FEIN (EIN) field. Enter your EIN without dashes or spaces and click “Continue”:

The screenshot shows the same Alaska Department of Revenue Online Tax Information System interface, but the 'Tax Program' dropdown is now set to 'Oil and Gas Production Tax'. The 'Taxpayer Information' section is visible, showing a 'FEIN (no spaces or dashes)' field with the value '55555556' entered. The 'User Information' section shows a 'MyAlaska Login ID' field with the value 'dor1003'. A 'Continue' button is highlighted by the mouse cursor. The bottom of the page includes links for Department of Revenue, Tax Division Home, State of Alaska, myAlaska, Webmaster, and a Logout link.

If the entered EIN does not exist in the OTIS database, you will be prompted to contact the Tax Division:

The screenshot shows the Alaska Department of Revenue Online Tax Information System. The page title is "Alaska Department of Revenue Online Tax Information System". The navigation bar includes links for Contacts, Commissioner's Office, Child Support, PFD, Tax, and Treasury. The Revenue Dept. link is highlighted. The page is in the "Payment Center" section, with tabs for Home, Filing, Payments, Permits, Cart, and History. The "Payment Center : EIN Registration" section contains the following information:

**Registration Step 1: Please enter the following information.**

**Tax Program Information**  
Tax Program: Oil and Gas Production Tax

**Taxpayer Information**  
FEIN (no spaces or dashes): 555555556

**User Information**  
MyAlaska Login ID: dor1003

A red error message states: "The taxpayer is not on file. Please contact the Tax Division at 907-269-6620". A "Continue" button is visible at the bottom of the form.

You will be unable to proceed until your EIN has been added to the OTIS database and your company has been registered with the Tax Division.

If your EIN already exists in the OTIS database, the screen will refresh to display the remaining taxpayer information:

The screenshot shows the Alaska Department of Revenue Online Tax Information System. The page title is "Alaska Department of Revenue Online Tax Information System". The navigation bar includes links for Contacts, Commissioner's Office, Child Support, PFD, Tax, and Treasury. The Revenue Dept. link is highlighted. The page is in the "Payment Center" section, with tabs for Home, Filing, Payments, Permits, Cart, and History. The "Payment Center : EIN Registration" section contains the following information:

**Registration Step 1: Please enter the following information.**

**Tax Program Information**  
Tax Program: Oil and Gas Production Tax

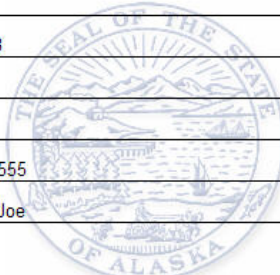
**Taxpayer Information**  
FEIN (no spaces or dashes): 555555555  
Company Name: Smith, Joe  
Address: 5555 Fish Rd  
Juneau, AK 99801  
Country (if not U.S.):

**User Information**  
MyAlaska Login ID: dor1003

A "Continue" button is visible at the bottom of the form.



Select "Oil and Gas Production Tax" from the Tax Program drop-down list and press the tab key. Enter your myAlaska username in the "myAlaska Login ID" box and click on the "Continue" button. You will be passed to the Registered Info page. Complete the information as was provided to setup your myAlaska account. Be sure to fill in all required fields and click on "Continue". The Signature Page should be displayed:

<b>Alaska Department of Revenue</b>		
<b>Oil and Gas Production Tax Signature Page</b>		
Thank you for using the DOR Tax Payments System.		
Please note that this registration is related to your myAlaska information. Any changes to your myAlaska profile's email account will result in having to re-register with this system. This is for your protection.		
In order to complete your registration application, you must send this signed form to the following address:		
<b>Attn: Tax Division, Alaska Department of Revenue</b>		
<b>550 W 7th Ave., Ste. 500</b>		
<b>Anchorage, AK 99501</b>		
<b>Fax: 907-269-6644</b>		
<hr/>		
Tracking Number:	<u>249</u>	
Tax Program Name:	<u>Oil and Gas Production Tax</u>	
Taxpayer Name:	<u></u>	
MyAlaska Login ID:	<u>dor1003</u>	
Title:	<u>tester</u>	
Role:	<u></u>	
Registered EIN:	<u>555555555</u>	
EIN Name:	<u>Smith, Joe</u>	
		
<u>MyAlaska user signature</u>	<u>Printed Signature</u>	<u>Date</u>
<u>President or other officer signature</u>	<u>Printed Signature</u>	<u>Date</u>
<div>Return</div>		

Print this page, sign and date it, and mail the form to the Tax Division at:

State of Alaska  
Department of Revenue Tax Division  
Attention: Production Tax Technicians  
550 West 7th Avenue, Suite 500  
Anchorage, Alaska 99501-3555

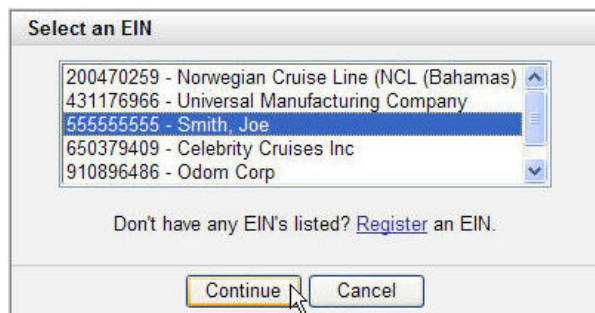
Click on the "Return" button to return to OTIS. You will have to logout at this time. Upon receipt of your signed form, your company will be activated in OTIS and you will receive a PIN number in an email sent to the address you provided during registration.

### OTIS Assistance

If you have any questions about the OTIS registration process, please contact the Tax Division by email at [dor.tax.produciton@alaska.gov](mailto:dor.tax.produciton@alaska.gov), or by phone at (907) 269-6220.

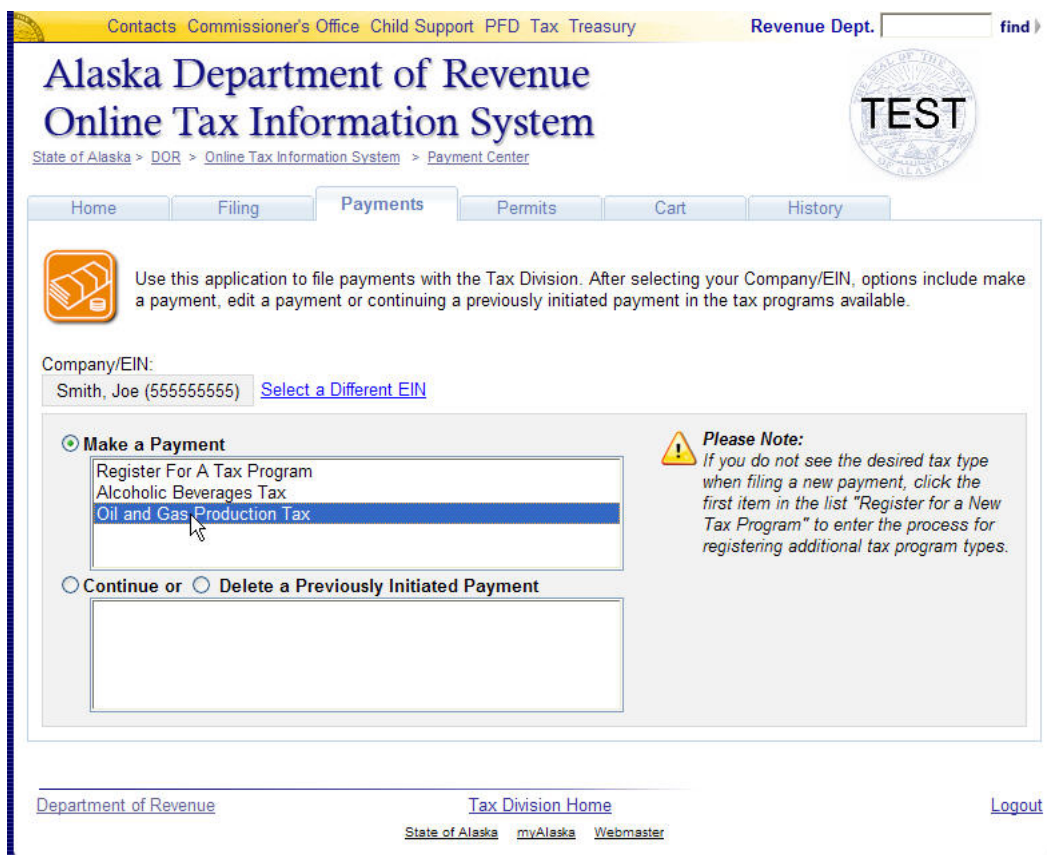
## Registered Companies Proceed

If your company is already registered with OTIS, in the Select an EIN window, click on your company's EIN by number or name in the list and click on the "Continue" button.



A dialog box titled "Select an EIN" with a list of companies and their EINs. The list includes: 200470259 - Norwegian Cruise Line (NCL (Bahamas)), 431176966 - Universal Manufacturing Company, 555555555 - Smith, Joe (highlighted), 650379409 - Celebrity Cruises Inc, and 910896486 - Odom Corp. Below the list is a link: "Don't have any EIN's listed? [Register](#) an EIN." At the bottom are "Continue" and "Cancel" buttons.

Verify your company name and EIN, click on the radio button next to "Make a Payment", and click on the "Oil and Gas Production Tax" selection in the list as shown.



The screenshot shows the Alaska Department of Revenue Online Tax Information System. The top navigation bar includes links for Contacts, Commissioner's Office, Child Support, PFD, Tax, and Treasury. The main header displays "Alaska Department of Revenue Online Tax Information System" and a "TEST" seal. Below the header is a breadcrumb trail: State of Alaska > DOR > Online Tax Information System > Payment Center. A navigation bar contains tabs for Home, Filing, Payments (selected), Permits, Cart, and History. A message box states: "Use this application to file payments with the Tax Division. After selecting your Company/EIN, options include make a payment, edit a payment or continuing a previously initiated payment in the tax programs available." Below this, the "Company/EIN:" field shows "Smith, Joe (555555555)" with a link "Select a Different EIN". The "Make a Payment" section has a radio button selected next to it. A list of tax programs is shown: "Register For A Tax Program", "Alcoholic Beverages Tax", and "Oil and Gas Production Tax" (highlighted). Below this list are radio buttons for "Continue or" and "Delete a Previously Initiated Payment". A "Please Note:" warning icon and text are present: "If you do not see the desired tax type when filing a new payment, click the first item in the list 'Register for a New Tax Program' to enter the process for registering additional tax program types." The footer includes links for Department of Revenue, Tax Division Home, State of Alaska, myAlaska, Webmaster, and Logout.



## Select Payment Type

Select the payment type by clicking on the down arrow and scrolling through the list. For monthly production data submittals, click on “Estimated Tax Payment”. The next page will load automatically upon clicking on a selection in the list.

The screenshot shows the 'Alaska Department of Revenue Online Tax Information System' interface. At the top, there is a navigation bar with links: 'Contacts', 'Commissioner's Office', 'Child Support', 'PFD', 'Tax', and 'Treasury'. The 'Revenue Dept.' is selected. A search bar is on the right. The main header includes the state seal and the word 'TEST'. Below the header is a menu with 'Home', 'Returns', 'Payments', 'Permits', 'Cart', and 'History'. The 'Payments' tab is active. The page title is 'Select a Payment Type'. A progress indicator shows 'Step 1' of 4. The section is titled 'Oil and Gas Production Tax' with a note that '\*' indicates a required field. A dropdown menu for 'Select the payment type: \*' is open, showing options: 'Estimated Tax Payment', 'Payment With Annual Return', 'Payment With Amended Annual Return', 'Examination/Assessment Payment on Annual Return', 'Payment With Monthly Return - ELF', 'Payment With Amended Return - ELF', 'Examination/Assessment Payment - ELF', 'No Payment - Information Only', and 'No Lease Expenditures - No Monthly Form'. A 'Next' button is visible. A 'Home' button is also present. A 'Logout' link is at the bottom right.

Enter your PIN number (Personal Identification Number) and click on the “Next” button.

The screenshot shows the same interface as the previous one, but the dropdown menu is closed and 'Estimated Tax Payment' is selected. A new section appears with the text: 'For Oil and Gas Production Tax Payment submission, you must enter your Tax Division PIN (Personal Identification Number)'. Below this is a text input field for 'PIN Number: \*' with a 'Required' label. A link says 'Forgot your PIN number? Click here to retrieve it'. A 'Next' button is at the bottom right. The 'Home' button is also present. The 'Logout' link is at the bottom right. The footer includes 'Department of Revenue', 'Tax Division Home', 'State of Alaska', 'myAlaska', and 'Webmaster'.

## Enter Payment Characteristics

On the Payment Characteristics page you will be asked to identify the production month and year for the data being submitted, as well as estimated tax information. Use the TAB key to move through the estimated tax cells to activate the summation for the Item Total at the bottom of the page. You may click on the "Overview" button to review what you have entered so far. When satisfied with your entries, click on the "Next" button to proceed.

[Contacts](#) [Commissioner's Office](#) [Child Support](#) [PFD](#) [Tax](#) [Treasury](#) [Revenue Dept.](#)  [find](#)

# Alaska Department of Revenue

## Online Tax Information System

[State of Alaska](#) > [DOR](#) > [Online Tax Information System](#) > [Payment Center](#)

[Home](#) [Filing](#) [Payments](#) [Permits](#) [Cart](#) [History](#)

Step  
1 2 3 4

### Payment Characteristics

**Estimated Tax Payment for January 0001** **Tracking Number: 4843**

Press TAB after entering information in each desired field. Select applicable month and year using the arrow button provided. Entries must be submitted for all required fields before you can submit your payment information by pressing the NEXT button.

You will be required to review all information on the Payment Overview page before the submission is finalized to proceed for payment processing.

\* indicates required field

**Filer Information**  
ID (EIN) 55-5555555  
Name Smith, Joe  
Email joe.smith@email.com  
Production Month \* Month  Year

**Preparer Information**  
Name DOR 1003  
Phone (907) 465-2387  
Email donald\_mcdonald@revenue.state.ak.us

**Tax Information**

Gross Oil Production Tax	\$	<input type="text" value="5,000.00"/>
Gross Gas Production Tax	\$	<input type="text" value="2,000.00"/>
Less Credit(s) Applied	\$(	<input type="text" value="1,000.00"/>
Conservation Surcharge \$0.01	\$	<input type="text" value="50.00"/>
Conservation Surcharge \$0.04	\$	<input type="text" value="80.00"/>
Interest	\$	<input type="text" value="200.00"/>
Penalty	\$	<input type="text" value="100.00"/>
Payment Total	* \$	<input type="text" value="6,430.00"/>

[Previous](#) [Overview](#) [Next](#)

[Department of Revenue](#) [Tax Division Home](#) [Logout](#)  
State of Alaska mvAlaska Webmaster

DOR/Tax ER System – Data Delivery Process  
User Documentation

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## Attach Files

The Attachment Upload page provides requirement information about each type of attachment that may be uploaded. For this example we are submitting monthly production data as required by AS 43.55.030(f), as shown here.

Contacts Commissioner's Office Child Support PFD Tax Treasury Revenue Dept. find

### Alaska Department of Revenue Online Tax Information System

State of Alaska > DOR > Online Tax Information System > Payment Center

Home Filing **Payments** Permits Cart History

Attachment Upload Step 1 2 **3** 4

Estimated Tax Payment for April 2009 Tracking Number: 4843

Upload any additional documents  
\* indicates required field

**Document Categories - hover over document types for more details \***  
You may electronically submit the following files:

1. Tax Calculations
2. Monthly Reporting Form
3. **Monthly Reporting Form - Required by AS 43.55.030(f)**
4. Tax (f)
5. Production Allocation Certificate and Royalty and Taxes Due Report
6. Cost Data and Lease Expenditure Back-up Information
7. Oil and Gas Sales Contracts - North Slope
8. Oil and Gas Sales Contracts - Cook Inlet
9. Gas Sales Invoices - North Slope
10. Gas Sales Invoices - Cook Inlet
11. Royalty Reports
12. Netback Information
13. Well Day Information
14. Affidavits
15. Cook Inlet Gas Storage Documents

The complete list of required attachments for each payment type is shown in the following table.

**Table 1: Attachment Requirements per Payment Type**

	Payment Type:								
	Estimated Tax Payment	Annual Return with Payment	Amended Return with Payment	Assessment Payment	ELF Monthly Return Payment	ELF Amended Return Payment	ELF Assessment Payment	No Payment - Economic Data Reports Only	No Lease Expenditures / No Monthly Reporting No Lease
<b>Attachments:</b>									
1. Tax Calculations	√	√	√		NA	√		√	
2. Monthly Reporting Form	√				NA			√	
3. Annual Reporting Form		√	√		NA			√	
4. Amended Production Tax Returns			√		NA	√		√	
5. Tax Credit Applications Under AS 43.55.023	√	√	√		NA			√	
6. Tax Credit Applications Under AS 43.55.025	√	√	√		NA			√	
7. Production Allocation Offtake Schedules and Royalty and Taxes Due Report	√	√			NA			√	
8. Cost Data and Lease Expenditure Back-up Information	√	√	√		NA	√		√	
9. Oil and Gas Sales Contracts - North Slope	√	√			NA			√	
10. Oil and Gas Sales Contracts - Cook Inlet	√	√			NA			√	
11. Gas Sales Invoices - North Slope	√	√	√		NA	√		√	
12. Gas Sales Invoices - Cook Inlet	√	√	√		NA	√		√	
13. Royalty Reports	√	√			NA			√	
14. Netback Information	√	√	√		NA	√		√	
15. Well Day Information	√	√			NA	√		√	
16. ELF Workbook					NA	√		√	
17. Affidavits	√	√			NA			√	
18. Cook Inlet Gas Storage Documents	√	√			NA			√	
19. Other					NA			√	



Files are attached at the bottom of the page by clicking on the “Add” button.

Your electronically submitted files:

To add an attachment, click the "Add" button

**Telephone**  
907-269-6620

**Fax**  
907-269-6644

**Physical Address**  
Tax Division, Alaska Department of Revenue  
550 W 7th Ave., Ste. 500  
Anchorage AK 99501

**Mailing Address**  
Tax Division, Alaska Department of Revenue  
550 W 7th Ave., Ste. 500  
Anchorage AK 99501

[Previous](#) [Overview](#) [Next](#)

[Department of Revenue](#) [Tax Division Home](#) [Logout](#)

[State of Alaska](#) [myAlaska](#) [Webmaster](#)

Click on the “Browse...” button to locate the XML file to attach. Select “Monthly Reporting Form” from the Type list. Enter a title for the attachment (e.g., the production month and year is a useful identifier). Enter a description for the attachment. Click on the “Attach” button when finished identifying the file attachment.

7 Oil and Gas Sales Contracts - North Slope

**Attach Documents - Electronic Submission** ★ required field

You may electronically submit:

1. Tax Calculations
2. Monthly Reporting Form
3. Tax Credit Applications Under AS 43.55.023
4. Tax Credit Applications Under AS 43.55.025
5. Production Allocation Offtake Schedules and Royalty and Taxes Due Report
6. Cost Data and Lease Expenditure Back-up Information
7. Oil and Gas Sales Contracts - North Slope
8. Oil and Gas Sales Contracts - Cook Inlet
9. Gas Sales Invoices - North Slope
10. Gas Sales Invoices - Cook Inlet
11. Royalty Reports
12. Netback Information
13. Well Day Information
14. Affidavits
15. Cook Inlet Gas Storage Documents

Usage Tips:  
First, use the browse button to select a file from your local system. To see what kinds of files may be uploaded, [click here](#). Then, complete the attachment type, title and description fields before clicking the attach button to add the file to your application attachment list. While the download is in progress, clicking on any button will cancel the upload. If you would like to remove the file from your application, select it in the list and click the "Remove" button.

1. Choose a file to attach:  
 [Browse...](#)

2. Add the file to the list:

Type:

Title:

Description:

[Cancel](#) [Attach](#)

## Review and Correct Errors

The file will be validated upon upload. If any errors are encountered during validation, error messages will be returned inside a red-outlined box.

The screenshot shows the Alaska Department of Revenue Online Tax Information System interface. At the top, there is a navigation bar with links: Contacts, Commissioner's Office, Child Support, PFD, Tax, Treasury, and Revenue Dept. A search bar is on the right. The main header reads "Alaska Department of Revenue Online Tax Information System" with a "TEST" watermark. Below the header is a breadcrumb trail: State of Alaska > DOR > Online Tax Information System > Payment Center. A tabbed menu includes Home, Returns, Payments (selected), Permits, Cart, and History. The "Attachment Upload" section shows a progress bar with steps 1, 2, 3 (active), and 4. The title is "Oil and Gas Production Tax - Estimated Tax Payment" with a "Tracking Number: 3013". A note says "Upload any additional documents" and "★ indicates required field". A red-outlined box contains the error message: "There were errors detected in the xml document. Please fix the errors listed below." followed by a bullet point: "• EIN: The EIN in the xml file does not match the current EIN of this OTIS filing." A "Help" link is also present.

Correct any errors based on these error messages and reattach the file to proceed.

The screenshot shows the "Your electronically submitted files:" section of the system. It lists a file: "Smith\_Joe\_DORFiling\_April2009.xls (April 2009, Monthly information filing for production month April 2009.)" with buttons for "Add", "Remove", and "View File". Below this is contact information for the Tax Division, Alaska Department of Revenue, including Telephone (907-269-6620), Fax (907-269-6644), Physical Address (550 W 7th Ave., Ste. 500, Anchorage AK 99501), and Mailing Address (550 W 7th Ave., Ste. 500, Anchorage AK 99501). At the bottom are navigation buttons: "Previous", "Overview", and "Next" (with a mouse cursor). The footer includes links for "Department of Revenue", "Tax Division Home", "State of Alaska", "myAlaska", "Webmaster", and "Logout".



Review the Payment Overview very carefully. You are able to make edits to the Payment Characteristics and Attachments by clicking on the appropriate "Edit" button. You may print this page by clicking on the "Print" button at the bottom of the page. When you are completely satisfied with the data presented in the overview and are ready to submit to DOR Tax Division, click on the "Submit & Add to Cart" button.

joe.smith@email.com

Home Filing **Payments** Permits Cart History

Step  
1 2 3 **4**

### Payment Overview

**Estimated Tax Payment for April 2009** **Tracking Number: 4856**

Please verify the information below before requesting final submission of this filing. If additions or changes are required, use the Edit buttons provided to return to the entry screen. Press the Add to Cart button to submit your information to the Alaska Department of Revenue.

**Current Status:**

**Payment Task List:**

- ✓ 1. Complete Payment Information
- ➡ 2. Review and Submit
- 3. Process Payment

**Your Payment Data (Tracking Number: 4856)**

Program Type	Payment Type
Oil and Gas Production Tax	Estimated Tax Payment

Payment Characteristics <a href="#">Edit</a>	Details
ID (EIN)	555555555
Name	Smith, Joe
Email	joe.smith@email.com
Production Month	200904
Name	DOR 1003
Phone	(907) 465-2387
Email	joe.smith@email.com
Gross Oil Production Tax	5,000.00
Gross Gas Production Tax	2,000.00
Less Credit(s) Applied	1,000.00
Conservation Surcharge \$0.01	50.00
Conservation Surcharge \$0.04	80.00
Interest	200.00
Penalty	100.00
Payment Total	6,430.00

Attachments <a href="#">Edit</a>	Title (Type), Description
<a href="#">Smith_Joe_DORFiling_April2009.xls</a>	April 2009 (Monthly Reporting Form) Monthly information filing for production month April 2009.

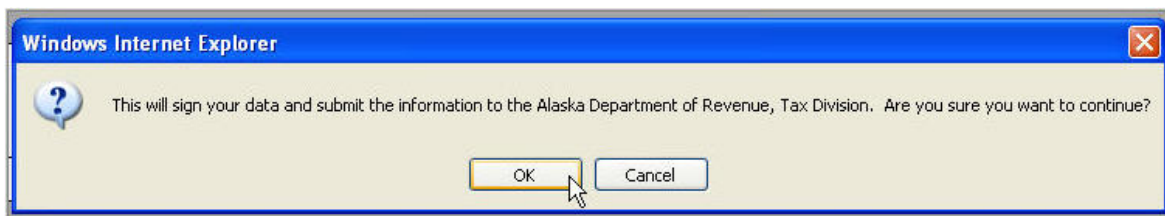
[Submit & Add To Cart](#)
[Print](#)

## Electronic Signature

You will be asked to certify that all information being submitted is “true, correct, and complete to the best of my knowledge” by clicking in the check box. To provide a “signature”, click on the “Sign” button.

The screenshot shows a web application interface for electronic signature. At the top, it says "Current Status:" followed by a "Payment Task List" with three items: "1. Complete Payment Information" (marked with a green check), "2. Review and Submit" (marked with a green arrow), and "3. Process Payment" (in red). Below this is a section titled "Your Payment Data (Tracking Number: 4856)". It contains two columns: "Program Type" with the value "Oil and Gas Production Tax" and "Payment Type" with the value "Estimated Tax Payment". Underneath is a "Payment Characteristics" section with an "Edit" button and a "Details" section showing "ID (EIN)" as "555555555". A "Signing Agreement" box is prominently displayed, containing the text: "I declare under penalty of unsworn falsification that this data and any attachments have been examined by me and to the best of my knowledge and belief are true, correct, and complete." Below this text is a checked checkbox followed by the text "I certify that the above information is true, correct, and complete to the best of my knowledge." At the bottom of the agreement box are two buttons: "Sign" and "Cancel". A mouse cursor is pointing at the "Sign" button. At the very bottom of the screen, it shows "Conservation Surcharge \$0.01" and "50.00".

You are given a second chance to cancel the submittal (by clicking on the “Cancel” button). If you are still satisfied that your data is ready to submit, click on the “OK” button to proceed.



If you have more attachments to submit that are associated with this production month data, click on the “Add Another” button. If you are finished submitting files and are ready to “check out”, click on the “View Cart” button.

The screenshot shows a small rectangular dialog box with a thin border. Inside, the text reads: "To continue, please select one of the options below:". Below this text are two buttons: "Add Another" and "View Cart". A mouse cursor is pointing at the "View Cart" button.

## Make Payment

On the Cart page you are given yet another opportunity to cancel a submission by clicking on the “Delete” button next to the payment record. Review all information in the Cart for accuracy.

Contacts Commissioner's Office Child Support PFD Tax Treasury Revenue Dept. find

### Alaska Department of Revenue Online Tax Information System

State of Alaska > DOR > Online Tax Information System

Home Filing Payments Permits **Cart** History

**Cart**  
Your cart contains items that are ready for payment. Items created in the Payment Center may be deleted by using the link to the right of the specific item. Items created in the Filing Center can not be deleted because the return data was submitted to the Tax Division at the time of the electronic signature. Your items that are currently not paid are listed below.

To pay for one or more items per tax type listed, check the applicable check boxes to the left of each desired item and then press the Checkout button. This will forward you to a screen that provides you with payment selection options and a screen to provide the information required to notify the Alaska Department of Revenue of the payment submission.

555555555 - Smith, Joe

<input type="checkbox"/>	Oil and Gas Production Tax	ID	Payment Type	Filing Period	Amount	
<input type="checkbox"/>		4856	Estimated Tax Payment	200904	\$6,430.00	Delete
					<b>TOTAL:</b>	\$6,430.00
					<b>TOTAL (ALL):</b>	\$6,430.00
					<b>TOTAL (Selected):</b>	\$0.00

Checkout

Department of Revenue Tax Division Home Logout  
State of Alaska myAlaska Webmaster

To make a payment, click in the box to the left of the payment record and click on the “Checkout” button.

Contacts Commissioner's Office Child Support PFD Tax Treasury Revenue Dept. find

### Alaska Department of Revenue Online Tax Information System

State of Alaska > DOR > Online Tax Information System

Home Filing Payments Permits **Cart** History

**Cart**  
Your cart contains items that are ready for payment. Items created in the Payment Center may be deleted by using the link to the right of the specific item. Items created in the Filing Center can not be deleted because the return data was submitted to the Tax Division at the time of the electronic signature. Your items that are currently not paid are listed below.

To pay for one or more items per tax type listed, check the applicable check boxes to the left of each desired item and then press the Checkout button. This will forward you to a screen that provides you with payment selection options and a screen to provide the information required to notify the Alaska Department of Revenue of the payment submission.

555555555 - Smith, Joe

<input type="checkbox"/>	Oil and Gas Production Tax	ID	Payment Type	Filing Period	Amount	
<input checked="" type="checkbox"/>		4856	Estimated Tax Payment	200904	\$6,430.00	Delete
					<b>TOTAL:</b>	\$6,430.00
					<b>TOTAL (ALL):</b>	\$6,430.00
					<b>TOTAL (Selected):</b>	\$6,430.00

Checkout

Department of Revenue Tax Division Home Logout  
State of Alaska myAlaska Webmaster

There are four payment options available with rules attached to each depending on the amount of the payment. Wire Transfer is available for payments greater than \$100,000, and is one of two choices for payments greater than \$8,000,000. Complete the form and click on the "Submit Payment" button to make the Wire Transfer transaction.

Contacts Commissioner's Office Child Support PFD Tax Treasury Revenue Dept.  find

## Alaska Department of Revenue Online Tax Information System

State of Alaska > DOR > Online Tax Information System

Home Filing Payments Permits **Cart** History

**Cart : Checkout**  
Your selected items for payment are listed below for your review. If you selected a filing in error, press the My Cart button to return to the prior screen for correction. Select one desired payment option from the list provided. Enter the date in which this payment will be received by using the calendar button to the right of the date field. If your liability exceeds \$100,000.00, you must pay by ACH Debit, ACH Credit or Wire Transfer. If your liability exceeds \$8,000,000.00, you must pay by ACH Credit or Wire Transfer. If ACH Debit electronic payment is selected, the Online Payment screen will display for entering your bank account information.

**Items Selected To Pay For:**

ID	Tax Program	Payment Type	Filing Period	Amount
4856	Oil and Gas Production Tax	Estimated Tax Payment	200904	\$6,430.00
<b>TOTAL:</b>				<b>\$6,430.00</b>

**Payment Options**

☒ Wire Transfer If you complete this transaction using the wire transfer option, you must contact your financial institution to initiate the wire transfer.

☐ ACH Credit

☐ ACH Debit For account information required by your bank to initiate a wire transfer of funds for tax payments, please contact:

☐ Physical Check

Alaska Department of Revenue  
Tax Division  
PO Box 110420  
Juneau AK 99811-0420  
Phone 907.465.2321  
Fax 907.465.2375

Wire Transfer Date:  ...

Amount:

Department of Revenue Tax Division Home Logout

State of Alaska myAlaska Webmaster

ACH Credit is available for payments greater than \$100,000, and is one of two choices for payments greater than \$8,000,000. Complete the form and click on the "Submit Payment" button to make the ACH Credit transaction.

**Payment Options**

☐ Wire Transfer

☒ ACH Credit

☐ ACH Debit

☐ Physical Check

Settlement Date:  ...

Amount:



ACH Debit is available for payments greater than \$100,000, and to schedule a payment directly from a bank account. Complete the form and click on the “Continue” button to continue setting up the transaction. Follow on-screen instructions to complete the setup.

**Payment Options**  
☐ Wire Transfer  
☐ ACH Credit  
☒ ACH Debit  
☐ Physical Check

Use this feature to schedule a payment from your bank account. If this payment is submitted after noon (12:00pm) Alaska Standard Time today, the effective date will be the next business day unless this is a pre-scheduled transaction.

Once you have completed all of the required fields on this page, press the Continue button. Any information entered into a field incorrectly will display a message in red to the right of that field to request a correction before continuing. You will be required to review all payment information on a confirmation page before the payment transaction is authorized.

Complete all information below.

Federal ID Number 555555555

**Bank Information**

Route Number \*

Bank Name

**Account Information**

Account Name \*

Account Number \*

Account Type \*

**Payment Detail**

Payment Amount \$6,430.00

Effective Date \* 4/21/2009

Press Continue button for the confirmation page. You will be required to review all payment information before your payment submission is authorized.

Paying by Physical Check is only available for payments less than \$100,000. Complete the form and click on the “Submit Payment” button to make the payment by check.

**Payment Options**  
☐ Wire Transfer  
☐ ACH Credit  
☐ ACH Debit  
☒ Physical Check

Check Number:

Date Mailed: 4/21/2009

Amount \$6,430.00



## Review Receipt

Once you click on the "Submit Payment" using any of the four payment options **DO NOT** press the back button on the browser tool bar. You will lose your receipt if you do. Review all information on the screen. You may return to the cart by clicking on the "Cart" button, or print a receipt by clicking on the "Print Receipt" button (recommended!).

[Contacts](#) [Commissioner's Office](#) [Child Support](#) [PFD](#) [Tax](#) [Treasury](#) [Revenue Dept.](#)  [find](#)

# Alaska Department of Revenue

## Online Tax Information System

[State of Alaska](#) > [DOR](#) > [Online Tax Information System](#)

**YOUR INFORMATION HAS BEEN SUBMITTED - DO NOT PRESS THE BACK BUTTON**  
Voucher # A20091110001

**Taxpayer Information**  
Name: Smith, Joe  
EIN: 555555555  
Today's Date: 4/21/2009

**Payment Detail**  
Voucher Code: A20091110001  
Payment Type: ACH Credit  
Settlement Date: 4/21/2009  
Payment Amount: \$6,430.00

**Bank Information**

Line Items:

ID	Tax Program	Payment Type	Filing Period	Amount
4856	Oil and Gas Production Tax	Estimated Tax Payment	200904	\$6,430.00

Cart

Print Receipt

[Department of Revenue](#)

[Tax Division Home](#)


[Logout](#)

[State of Alaska](#)

[myAlaska](#)

[Webmaster](#)

The receipt is generated as a PDF file that may be sent to a printer or saved as a file. Keep a copy of this receipt for your records.

Payment Receipt	Page 1 of 1			
 <b>Alaska Department of Revenue</b> <b>Online Tax Information System</b>  				
 <b>TEST</b>				
Voucher # A20091110001				
<b>Taxpayer Information</b>				
Name:	Smith, Joe			
EIN:	555555555			
Today's Date:	4/21/2009			
<b>Payment Detail</b>				
Voucher Code:	A20091110001			
Payment Type:	ACH Credit			
Settlement Date:	4/21/2009			
Payment Amount:	\$6,430.00			
 <b>Bank Information</b>				
<b>Line Items:</b>				
ID	Tax Program	Payment Type	Filing Period	Amount
4856	Oil and Gas Production Tax	Estimated Tax Payment	200904	\$6,430.00

## Review OTIS History

You may review your submittal history by clicking on the History tab. Data on the History page may be sorted by clicking on the up/down arrows next to a column header (e.g., Payment Type, Status, Filing Period, or Amount). You may also filter the list based on the filters provided at the top of the page.

Contacts Commissioner's Office Child Support PFD Tax Treasury Revenue Dept. find

### Alaska Department of Revenue Online Tax Information System

State of Alaska > DOR > Online Tax Information System

Home Filing Payments Permits Cart History

**History**

All completed payments are listed below. Items that are currently not paid may be viewed by clicking on the Cart tab above. Items that are not completed may be viewed by clicking the Returns or Payments tabs above, and selecting a previously initiated return. Items displayed can be sorted by column headings by selecting the column title. Clicking on a row will display additional information about the item. You may cancel any payment with a 'Payment Pending' status by clicking the 'cancel' link on the payment row. Canceling a payment moves that item back into your cart for you to pay at a later date.

Select an EIN and taxpayer name to filter items by: All

Filter items by item type: Payments

Filter items by payment type: All

**123456789 - \*\*TEST Distributor TAX PAYER DO NOT USE**

Gaming: Manufacturer

ID	Payment Type	Status	Filing Period	Amount	
4554	Pull-tab Stamps Payment	Payment Pending		\$250.00	<a href="#">Cancel</a>

**55555555 - Smith, Joe**

Oil and Gas Production Tax

ID	Payment Type	Status	Filing Period	Amount	
4856	Estimated Tax Payment	Payment Pending	200904	\$6,430.00	<a href="#">Cancel</a>

Department of Revenue Tax Division Home Logout

State of Alaska myAlaska Webmaster

Clicking on an ID number will open the Payment Overview for that payment record.

State of Alaska > DOR > Online Tax Information System

HomeFilingPaymentsPermitsCartHistory

Step 1234

Payment Overview

Estimated Tax Payment for April 2009Tracking Number: 4856

Please verify the information below before requesting final submission of this filing. If additions or changes are required, use the Edit buttons provided to return to the entry screen. Press the Continue button to view your history.

Current Status:

Payment Task List:

✓ 1. Complete Filing Information


➡ 2. Review and Submit

✓ 3. Process Payment

Your Payment Data (Tracking Number: 4856)

Program Type	Payment Type
Oil and Gas Production Tax	Estimated Tax Payment

Payment Characteristics	Details
ID (EIN)	555555555
Name	Smith, Joe
Email	joe.smith@email.com
Production Month	200904
Name	DOR 1003
Phone	(907) 465-2387
Email	joe.smith@email.com
Gross Oil Production Tax	5,000.00
Gross Gas Production Tax	2,000.00
Less Credit(s) Applied	1,000.00
Conservation Surcharge \$0.01	50.00
Conservation Surcharge \$0.04	80.00
Interest	200.00
Penalty	100.00
Payment Total	6,430.00

Attachments	Title (Type), Description
 <a href="#">Smith_Joe_DORFiling_April2009.xls</a>	April 2009 (Monthly Reporting Form) Monthly information filing for production month April 2009.

ContinuePrint

## Filing Assistance

For additional assistance with the OTIS submission process, please contact the Tax Division at (907) 269-6620 or by email at [Tax\\_EconomicResearch@alaska.gov](mailto:Tax_EconomicResearch@alaska.gov).

## Appendix A: Data Dictionary

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The following table provides detailed information on the requirements for each data cell of the Excel format.



Section Business Rules / Constraints	Section	Form Line #	Description	Data Type	Entry Required? (Yes/No)	Line# Business Rules / Constraints	Negatives Allowed? (Yes/No)	Precision
All data in section required.	Cover & Instructions Header	N/A	Company Name	text	Yes		N/A	N/A
		N/A	Month for which Information Applies	text	Yes	Enter full name of month.	N/A	N/A
		N/A	Report Year	yyyy	Yes	Must enter 4-digit year.	N/A	N/A
		N/A	Date Submitted	date	Yes	Enter as mm/dd/yyyy.	N/A	N/A
Section not required unless populate any line in Section. If populate 101, must populate 102-111. May enter zeros. If report for 1 PA, must report for all PAs.	100 Oil Volume	101	Volume of oil recovered from the reservoir (volumes produced plus used for operations or repressuring), reported in barrels (bbls).	number	Yes, if any other other line in section populated.	Volumes recovered equals volumes produced plus used for operations or repressuring (per AS 43.55.020(e)). Volumes should be reported with the reservoir they are recovered from. Where volumes are recovered more than once they should be reported whenever recovered. Taxable volumes should be reported with the reservoir they are ultimately recovered from. If onshore lease or property is on federal land report the entire volume. If offshore lease or property is on both state and federal submerged land, report the portion from state land.	No	1
		102	Volume of oil, used in lease operations per AS 43.55.020(e), reported in barrels (bbls).	number	Yes, if populate 101.		No	1
		103	Volume of oil, used in outer continental shelf (OCS) lease operations, reported in barrels (bbls).	number	Yes, if populate 101.		No	1
		104	Volume of the non-taxable royalty oil (in kind), reported in barrels (bbls).	number	Yes, if populate 101.		No	1
		105	Volume of the non-taxable royalty oil (in value), reported in barrels (bbls).	number	Yes, if populate 101.		No	1
		106	Volume of the private royalty oil per AS 43.55.011(i), reported in barrels (bbls).	number	Yes, if populate 101.		No	1
		107	Volume increase or decrease of other oil, reported in barrels (bbls). Report decrease in volume as a negative number and provide explanation on Comments worksheet.	number	Yes, if populate 101.	Volume increases/decreases include pipeline losses/gains, marine shipping losses/gains, and NGL shrinkage. Allocate to PA's based on relative volumes of oil recovered less oil used for operations or repressuring.	Yes	1
		108	Volume of taxable oil sold and not shipped in the Trans-Alaska Pipeline System (TAPS), reported in barrels (bbls).	number	Yes, if populate 101.	Allocate to PA's based on relative volumes of oil recovered less oil used for operations or repressuring.	No	1
		109	Volume of taxable oil sold and shipped in the Trans-Alaska Pipeline System (TAPS), reported in barrels (bbls).	number	Yes, if populate 101.	Allocate to PA's based on relative volumes of oil recovered less oil used for operations or repressuring.	No	1
		110	Volume of taxable oil sold and shipped in the Trans-Alaska Pipeline System (TAPS) (Line 109) subject to marine transportation tax, reported in barrels (bbls).	number	Yes, if populate 101.	Allocate to PA's based on relative volumes of oil recovered less oil used for operations or repressuring.	No	1
		111	Volume of taxable oil sold and shipped in the Trans-Alaska Pipeline System (TAPS) (Line 109) not subject to marine transportation tax, reported in barrels (bbls).	number	Yes, if populate 101.	Allocate to PA's based on relative volumes of oil recovered less oil used for operations or repressuring.	No	1

Section Business Rules / Constraints	Section	Form Line #	Description	Data Type	Entry Required? (Yes/No)	Line# Business Rules / Constraints	Negatives Allowed? (Yes/No)	Precision
Section not required unless populate any line in Section. If populate 201, must populate 202-213. May enter zeros. If report for 1 PA, must report for all PAs.	200 Gas Volume	201	Volume of gas recovered from the reservoir (volumes produced plus used for operations or repressuring plus authorized flare volumes), reported in thousands of cubic feet (Mcf).	number	Yes, if any other other line in section populated.	Volumes recovered equals volumes produced plus used for operations or repressuring (per AS 43.55.020(e)). Volumes should be reported with the reservoir they are recovered from. Where volumes are recovered more than once they should be reported whenever recovered. Taxable volumes should be reported with the reservoir they are ultimately recovered from. If onshore lease or property is on federal land report the entire volume. If offshore lease or property is on both state and federal submerged land, report the portion from state land.	No	min. 4 decimals
		202	Volume of gas reinjected into the reservoir, reported in thousands of cubic feet (Mcf).	number	Yes, if populate 201.		No	min. 4 decimals
		203	Volume of gas used in lease operations per AS 43.55.020(e), reported in thousands of cubic feet (Mcf).	number	Yes, if populate 201.		No	min. 4 decimals
		204	Volume of gas used in outer continental shelf (OCS) lease operations, reported in thousands of cubic feet (Mcf).	number	Yes, if populate 201.		No	min. 4 decimals
		205	Total flare volume of gas, reported in thousands of cubic feet (Mcf).	number	Yes, if populate 201.		No	min. 4 decimals
		206	Excess flare volume of gas of the total flare volume (Line 205) per 15 AAC 55.071, reported in thousands of cubic feet (Mcf).	number	Yes, if populate 201.		No	min. 4 decimals
		207	Volume of non-taxable royalty gas (in kind), reported in thousands of cubic feet (Mcf).	number	Yes, if populate 201.		No	min. 4 decimals
		208	Volume of non-taxable royalty gas (in value), reported in thousands of cubic feet (Mcf).	number	Yes, if populate 201.		No	min. 4 decimals
		209	Volume of private royalty gas per AS 43.55.011(i), reported in thousands of cubic feet (Mcf).	number	Yes, if populate 201.		No	min. 4 decimals
		211	Volume increase or decrease of other gas, reported in thousands of cubic feet (Mcf). Report decrease in volume as a negative number and provide explanation on Comments worksheet.	number	Yes, if populate 201.	Volume increases/decreases include pipeline losses/gains, marine shipping losses/gains, and NGL shrinkage. Allocate to PA's based on relative volumes of oil recovered less oil used for operations or repressuring.	Yes	min. 4 decimals
		212	Volume of taxable gas sales for in-state consumption per AS 43.55.011(o), reported in thousands of cubic feet (Mcf).	number	Yes, if populate 201.	Allocate to PA's based on relative volumes of oil recovered less oil used for operations or repressuring.	No	min. 4 decimals
		213	Volume of taxable gas sales for export, reported in thousands of cubic feet (Mcf).	number	Yes, if populate 201.	Allocate to PA's based on relative volumes of oil recovered less oil used for operations or repressuring. Gas sales for export includes natural gas disposed out of state.	No	min. 4 decimals

Section Business Rules / Constraints	Section	Form Line #	Description	Data Type	Entry Required? (Yes/No)	Line# Business Rules / Constraints	Negatives Allowed? (Yes/No)	Precision
Section not required unless populate any line from 301-306. If populate 301, must populate 302-306. May enter zeros. If report for 1 PA, must report for all PAs.	300 NGL Volume	301	Volume of natural gas liquids (NGLs) recovered from the reservoir (volumes produced plus used for operations or repressuring), reported in barrels (bbls).	number	Yes, if populate any line from 301-306.	Volumes recovered equals volumes produced plus used for operations or repressuring (per AS 43.55.020(e)). Volumes should be reported with the reservoir they are recovered from. Where volumes are recovered more than once they should be reported whenever recovered. Taxable volumes should be reported with the reservoir they are ultimately recovered from. If onshore lease or property is on federal land report the entire volume. If offshore lease or property is on both state and federal submerged land, report the portion from state land. Also includes authorized flared volumes.	No	1
		302	Volume of natural gas liquids (NGLs) used in lease operations per AS 43.55.020(e), reported in barrels (bbls).	number	Yes, if populate 301.		No	1
		303	Volume of natural gas liquids (NGLs) used in outer continental shelf (OCS) lease operations, reported in barrels (bbls).	number	Yes, if populate 301.		No	1
		304	Volume of non-taxable royalty natural gas liquids (NGLs) (in kind), reported in barrels (bbls).	number	Yes, if populate 301.		No	1
		305	Volume of non-taxable royalty natural gas liquids (NGLs) (in value), reported in barrels (bbls).	number	Yes, if populate 301.		No	1
		306	Volume of private royalty natural gas liquids (NGLs) per AS 43.55.011(i), reported in barrels (bbls).	number	Yes, if populate 301.		No	1
		307	Volume increase or decrease of other natural gas liquids (NGLs), reported in barrels (bbls). Report decrease in volume as a negative number and provide explanation on Comments worksheet.	number	No	May be null. If populated, volume increases/decreases include pipeline losses/gains, marine shipping losses/gains, and NGL shrinkage. Allocate to PA's based on relative volumes of oil recovered less oil used for operations or repressuring. Report only to the extent NGL's are measured separately from oil. If NGLs are not measured separately from oil leave blank.	Yes	1
		308	Volume of taxable natural gas liquids (NGLs) sold and not shipped in the Trans-Alaska Pipeline System (TAPS), reported in barrels (bbls).	number	No	May be null. Allocate to PA's based on relative volumes of oil recovered less oil used for operations or repressuring. Report only to the extent NGL's are measured separately from oil. If NGLs are not measured separately from oil leave blank.	No	1
		309	Volume of taxable natural gas liquids (NGLs) sold and shipped in the Trans-Alaska Pipeline System (TAPS), reported in barrels (bbls).	number	No	May be null. Allocate to PA's based on relative volumes of oil recovered less oil used for operations or repressuring. Report only to the extent NGL's are measured separately from oil. If NGLs are not measured separately from oil leave blank.	No	1
		310	Volume of taxable natural gas liquids (NGLs) sold and shipped in the Trans-Alaska Pipeline System (TAPS) (Line 309) subject to marine transportation tax, reported in barrels (bbls).	number	No	May be null. Allocate to PA's based on relative volumes of oil recovered less oil used for operations or repressuring. Report only to the extent NGL's are measured separately from oil. If NGLs are not measured separately from oil leave blank.	No	1
		311	Volume of taxable natural gas liquids (NGLs) sold and shipped in the Trans-Alaska Pipeline System (TAPS) not subject to marine transportation tax, reported in barrels (bbls).	number	No	May be null. Allocate to PA's based on relative volumes of oil recovered less oil used for operations or repressuring. Report only to the extent NGL's are measured separately from oil. If NGLs are not measured separately from oil leave blank.	No	1

Section Business Rules / Constraints	Section	Form Line #	Description	Data Type	Entry Required? (Yes/No)	Line# Business Rules / Constraints	Negatives Allowed? (Yes/No)	Precision
	400 Oil Value	401	Value of oil at the shipping destination, reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 101 or any line in section.	Destination value as defined in 15 AAC 55.151. All North Slope volumes should have the same weighted average figure. Values for weighted averaging should equal total amount received from sales of oil or gas plus total prevailing value of oil or gas consumed at a refinery or plant owned by the producer. Volumes for weighted averaging should equal volumes sold or consumed at a refinery or plant owned by the producer.	No	4-15 decimals
		402	Value of the oil costs for marine shipping, reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 101 or 401.	All North Slope volumes should have the same weighted average figure. Values for weighted averaging should equal total payments for marine shipping. Volumes for weighted averaging should equal volumes subject to marine shipping.	No	4-15 decimals
		403	Value of the Trans-Alaska Pipeline System (TAPS) transportation cost for North Slope oil, reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 101 or 401.	All North Slope volumes should have the same weighted average figure. TAPS and PS#1 values apply only to North Slope oil. Values for weighted averaging should equal total payments for TAPS pipeline transportation.	No	4-15 decimals
		404	Value of the Trans-Alaska Pipeline System (TAPS) quality bank adjustment for North Slope oil, reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 101 or 401.	All North Slope volumes should have the same weighted average figure. TAPS and PS#1 values apply only to North Slope oil. Values for weighted averaging should equal net payments or receipts for TAPS quality bank adjustments downstream of PS # 1. Volumes for weighted averaging should equal volumes shipped on TAPS.	Yes	4-15 decimals
		405	Value of other adjustments downstream from Pump Station #1 for North Slope oil, reported in US dollars per barrel (US\$/bbl). Provide explanation of the adjustments.	Currency	Yes, if populate 101 or 401.	All North Slope volumes should have the same weighted average figure. TAPS and PS#1 values apply only to North Slope oil.	Yes	4-15 decimals
		(405)	Explanation of downstream adjustment cost.	text	Yes, if populate 101 or 401.		N/A	N/A
		406	Value of the North Slope quality bank adjustment upstream of Pump Station #1, reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 101 or 401.	TAPS and PS#1 values apply only to North Slope oil. All North Slope PA volumes within a unit should have the same weighted average figure. Values for weighted averaging should equal net payments or receipts for quality bank adjustments upstream of PS # 1. Volumes for weighted averaging should equal volumes delivered to PS # 1.	Yes	4-15 decimals
		407	Value of North Slope transportation costs upstream of Pump Station #1 for oil, reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 101 or 401.	TAPS and PS#1 values apply only to North Slope oil. All North Slope PA volumes within a unit should have the same weighted average figure. Values for weighted averaging should equal total payments for pipeline transportation to PS # 1. Volumes for weighted averaging should equal volumes subject to pipeline transportation to PS # 1.	No	4-15 decimals
		408	Value of North Slope other adjustments upstream of Pump Station #1 for oil, reported in US dollars per barrel (US\$/bbl). Provide explanation of the adjustments.	Currency	Yes, if populate 101 or 401.	TAPS and PS#1 values apply only to North Slope oil. All North Slope PA volumes within a unit should have the same weighted average figure.	Yes	4-15 decimals
		(408)	Explanation of upstream adjustment cost.	text	Yes, if populate 101 or 401.		N/A	N/A
		409	Value of Non-North Slope pipeline transportation costs for oil, reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 101 or 401.	TAPS and PS#1 values apply only to North Slope oil. All North Slope PA volumes within a unit should have the same weighted average figure.	No	4-15 decimals
		410	Value of Non-North Slope quality bank adjustment for oil, reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 101 or 401.	TAPS and PS#1 values apply only to North Slope oil. All North Slope PA volumes within a unit should have the same weighted average figure.	Yes	4-15 decimals
		411	Value of Non-North Slope other adjustment for oil, reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 101 or 401.	TAPS and PS#1 values apply only to North Slope oil.	Yes	4-15 decimals

Section Business Rules / Constraints	Section	Form Line #	Description	Data Type	Entry Required? (Yes/No)	Line# Business Rules / Constraints	Negatives Allowed? (Yes/No)	Precision
	450 NGL Value	451	Value of natural gas liquids (NGLs) at the shipping destination, reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 301 or any line in section.	Destination value as defined in 15 AAC 55.151. All North Slope volumes should have the same weighted average figure. Values for weighted averaging should equal total amount received from sales of oil or gas plus total prevailing value of oil or gas consumed at a refinery or plant owned by the producer. Volumes for weighted averaging should equal volumes sold or consumed at a refinery or plant owned by the producer.	No	4-15 decimals
		452	Value of the natural gas liquids (NGLs) costs for marine shipping, reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 301 or 451.	All North Slope volumes should have the same weighted average figure. Values for weighted averaging should equal total payments for marine shipping. Volumes for weighted averaging should equal volumes subject to marine shipping.	No	4-15 decimals
		453	Value of the Trans-Alaska Pipeline System (TAPS) transportation cost for North Slope natural gas liquids (NGLs), reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 301 or 451.	TAPS and PS#1 values apply only to North Slope oil. All North Slope volumes should have the same weighted average figure. Values for weighted averaging should equal total payments for TAPS pipeline transportation. Volumes for weighted averaging should equal volumes shipped on TAPS.	No	4-15 decimals
		454	Value of the Trans-Alaska Pipeline System (TAPS) quality bank adjustment for North Slope natural gas liquids (NGLs), reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 301 or 451.	TAPS and PS#1 values apply only to North Slope oil. All North Slope volumes should have the same weighted average figure. Values for weighted averaging should equal net payments or receipts for TAPS quality bank adjustments downstream of PS # 1. Volumes for weighted averaging should equal volumes shipped on TAPS.	Yes	4-15 decimals
		455	Value of other adjustments downstream from Pump Station #1 for North Slope natural gas liquids (NGLs), reported in US dollars per barrel (US\$/bbl). Provide explanation of the adjustments.	Currency	Yes, if populate 301 or 451.	TAPS and PS#1 values apply only to North Slope oil. All North Slope volumes should have the same weighted average figure.	Yes	4-15 decimals
		(455)	Explanation of downstream adjustment cost	text	Yes, if populate 301 or 451.		N/A	N/A
		456	Value of the North Slope quality bank adjustment upstream of Pump Station #1 for natural gas liquids (NGLs), reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 301 or 451.	TAPS and PS#1 values apply only to North Slope oil. All North Slope PA volumes within a unit should have the same weighted average figure. Values for weighted averaging should equal net payments or receipts for quality bank adjustments upstream of PS # 1. Volumes for weighted averaging should equal volumes delivered to PS # 1.	Yes	4-15 decimals
		457	Value of North Slope transportation costs upstream of Pump Station #1 for natural gas liquids (NGLs), reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 301 or 451.	TAPS and PS#1 values apply only to North Slope oil. All North Slope PA volumes within a unit should have the same weighted average figure. Values for weighted averaging should equal total payments for pipeline transportation to PS # 1. Volumes for weighted averaging should equal volumes subject to pipeline transportation to PS # 1.	No	4-15 decimals
		458	Value of North Slope other adjustments upstream of Pump Station #1 for natural gas liquids (NGLs), reported in US dollars per barrel (US\$/bbl). Provide explanation of the adjustments.	Currency	Yes, if populate 301 or 451.	TAPS and PS#1 values apply only to North Slope oil. All North Slope PA volumes within a unit should have the same weighted average figure.	Yes	4-15 decimals
		(458)	Explanation of upstream adjustment cost	text	Yes, if populate 301 or 451.		N/A	N/A
		459	Value of Non-North Slope pipeline transportation costs for natural gas liquids (NGLs), reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 301 or 451.	TAPS and PS#1 values apply only to North Slope oil. All North Slope PA volumes within a unit should have the same weighted average figure.	No	4-15 decimals
		460	Value of Non-North Slope quality bank adjustment for natural gas liquids (NGLs), reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 301 or 451.	TAPS and PS#1 values apply only to North Slope oil. All North Slope PA volumes within a unit should have the same weighted average figure.	Yes	4-15 decimals
		461	Value of Non-North Slope other adjustment for natural gas liquids (NGLs), reported in US dollars per barrel (US\$/bbl).	Currency	Yes, if populate 301 or 451.	TAPS and PS#1 values apply only to North Slope oil.	Yes	4-15 decimals



Section Business Rules / Constraints	Section	Form Line #	Description	Data Type	Entry Required? (Yes/No)	Line# Business Rules / Constraints	Negatives Allowed? (Yes/No)	Precision
Value data relates to Units only, not to PAs. Section not required unless populate 201 or any other line in Section. If populate 501, must populate 502-505. May enter zeros. If report for 1 PA, must report for all PAs. <sup>1</sup>	500 Gas Value	501	Value of gas at the shipping destination, reported in US dollars per thousand cubic feet (US\$/Mcf).	Currency	Yes, if populate 201 or any line in section.	Destination value as defined in 15 AAC 55.151. Values for weighted averaging should equal total amount received from sales of oil or gas plus total prevailing value of oil or gas consumed at a refinery or plant owned by the producer. Volumes for weighted averaging should equal volumes sold or consumed at a refinery or plant owned by the producer.	No	min. 4 decimals
		502	Value of the gas costs for marine shipping, reported in US dollars per thousand cubic feet (US\$/Mcf).	Currency	Yes, if populate 201 or 501.	Values for weighted averaging should equal total payments for marine shipping. Volumes for weighted averaging should equal volumes subject to marine shipping.	No	min. 4 decimals
		503	Value of the gas liquefaction costs, reported in US dollars per thousand cubic feet (US\$/Mcf).	Currency	Yes, if populate 201 or 501.		No	min. 4 decimals
		504	Value of the transportation costs for gas other than liquefied natural gas (LNG) liquefaction, reported in US dollars per thousand cubic feet (US\$/Mcf).	Currency	Yes, if populate 201 or 501.		No	min. 4 decimals
		505	Value of the gas quality adjustment, reported in US dollars per thousand cubic feet (US\$/Mcf).	Currency	Yes, if populate 201 or 501.		Yes	min. 4 decimals
Section not required unless populated 101 or any line in Section. If populate 101, must populate 601-607. If populate 601, but not 101, must populate 602-604. May enter zeros. If report for 1 PA, must report for all PAs.	600 Capital Expenditures	601	Value of the total lease expenditures that are qualified capital expenditures before exclusions under AS 43.55.165(e)(18) and (19).	Currency	Yes, if populated 101 or any line in section.	This value should be the total lease capital expenditures; may be greater than the sum of 602 - 606. Reported figure should be	No	\$1
		602	Value of the total lease expenditures that are qualified capital expenditures before exclusions under AS 43.55.165(e)(18) and (19).	Currency	Yes, if populated 101 or 601.	Must be less than value in 601. Exploration and development costs are costs incurred prior to commencement of commercial	No	\$1
		603	Value of the total lease expenditures that are qualified capital expenditures before exclusions under AS 43.55.165(e)(18) and (19).	Currency	Yes, if populated 101 or 601.	Must be less than value in 601. This should be the same amount as in Line 910a.	No	\$1
		604	Value of the total lease expenditures that are qualified capital expenditures before exclusions under AS 43.55.165(e)(18) and (19).	Currency	Yes, if populated 101 or 601.	Must be less than value in 601.	No	\$1
		605	Value of the capital expenditures exclusion per AS 43.55.165(e)(18), reported in US dollars.	Currency	Yes, if populated 101.	Must be less than value in 601.	No	\$1
		606	Value of the capital expenditures exclusion per AS 43.55.165(e)(19), reported by Unit only and in US dollars.	Currency	Yes, if populated 101.	Must be less than value in 601.	No	\$1
		607	Description of the basis for the expenditures exclusion request.	text	Yes, if populated 101 or 601.		N/A	N/A
Section not required unless populate 101 or any line in Section. If populate 101, must populate 701-707. If populate 701, but not 101, must populate 702-707. May enter zeros. If report for 1 PA, must report for all PAs.	700 Operating Expenditures (These lines should be reported as if AS 43.55.165(j) did not apply, for units subject to AS 43.55.165(j).)	701	Value of the lease expenditures other than qualified capital expenditures before exclusion under AS 43.55.165(e)(19), reported in US dollars.	Currency	Yes, if populate 101 or any line in section.	This value should be the total lease operating expenditures; may be greater than the sum of 702 - 707; may not include value in 707. Should be reported as if AS 43.55.165(j) did not apply, for units subject to AS 43.55.165(j). Figure should include items reported in Lines 702, 704, 705, and 706 and before applying exclusions in line 703.	No	\$1
		702	Value of the overhead allowance included in the value of the lease expenditures other than qualified capital expenditures before exclusion under AS 43.55.165(e)(19), reported in US dollars.	Currency	Yes, if populate 101 or 701.	Must be less than value in 701. Should be reported as if AS 43.55.165(j) did not apply, for units subject to AS 43.55.165(j). Includes any overhead allowance based on a percentage of capex.	No	\$1
		703	Value of the operating expenditure exclusion per AS 43.55.165(e)(19), reported by Unit only and in US dollars.	Currency	Yes, if populate 101 or 701.	Report on unit basis only. Must be less than value in 701. Should be reported as if AS 43.55.165(j) did not apply, for units subject to AS 43.55.165(j).	No	\$1
		704	Value of the property tax lease expenditures, reported in US dollars.	Currency	Yes, if populate 101, 601, or 701.	Must be less than value in 701. Should be reported as if AS 43.55.165(j) did not apply, for units subject to AS 43.55.165(j).	No	\$1
		705	Value of the net profit share lease payments to the State of Alaska, reported in US dollars.	Currency	Yes, if populate 101 or 701.	Must be less than value in 701. Should be reported as if AS 43.55.165(j) did not apply, for units subject to AS 43.55.165(j).	No	\$1
		706	Value of the lease expenditures as determined under AS 43.55.165(j), if applicable, reported by Unit only and in US dollars.	Currency	Yes, if populate 101 or 701.	Report on unit basis only. Must be less than value in 701. Only applies to PBU and Kuparuk through 12/31/2009. For all other instances, enter zero.	No	\$1
		707	Description of the basis for the expenditures exclusion request.	text	Yes, if populate 101 or 701.		N/A	N/A
Section not required.	800 Adjustment	801	Payments and credits received per AS 43.55.170 (provide explanation).	Currency	No	Enter a positive number to indicate a payment and a negative number to indicate a credit.	Yes	0.01
		(801)	Explanation	text	Yes, if populate 801.		N/A	N/A

Section Business Rules / Constraints	Section	Form Line #	Description	Data Type	Entry Required? (Yes/No)	Line# Business Rules / Constraints	Negatives Allowed? (Yes/No)	Precision
All data in section required.	850 ELF	851	Number of days of well operation for the participating area.	number	Yes		No	0.01
		852	Economic Limiting Factor for Oil.	number	Yes		No	0.00000001
		853	Economic Limiting Factor for Gas.	number	Yes		No	0.00000001
	900 Credit & Tax Remittance Summary - Credits Generated by Reporting Company this Period and Subtracted this Period in Calculating Estimated Tax Payments	901	Qualified Capital Credits under AS 43.55.023(a) (not to exceed 1/12th of 50% of credits expected to be earned in the year) generated this period.	Currency	No		No	\$1
		(901)	Qualified Capital Credits under AS 43.55.023(a) (not to exceed 1/12th of 50% of credits expected to be earned in the year) subtracted this period.	Currency	Yes, if populate 901 generated this period.		No	\$1
		(901)	Qualified Capital Credits under AS 43.55.023(a) (not to exceed 1/12th of 50% of credits expected to be earned in the year) ending balance this period.	Currency	Yes, if populate 901 subtracted this period.		No	\$1
		902	Small Company Credits under AS 43.55.024 generated this period.	Currency	No		No	\$1
		(902)	Small Company Credits under AS 43.55.024 subtracted this period.	Currency	Yes, if populate 902 generated this period.		No	\$1
		(902)	Small Company Credits under AS 43.55.024 ending balance this period.	Currency	Yes, if populate 902 subtracted this period.		No	\$1
	900 Credit & Tax Remittance Summary - Credits Generated or Purchased in a Prior Period and Subtracted this Period in Calculating Estimated Tax Payments	903	Qualified Capital Credits under AS 43.55.023(a) (not to exceed 1/12th of 50% of credits earned in prior year) generated this period.	Currency	No		No	\$1
		(903)	Qualified Capital Credits under AS 43.55.023(a) (not to exceed 1/12th of 50% of credits earned in prior year) subtracted this period.	Currency	Yes, if populate 903 generated this period.		No	\$1
		(903)	Qualified Capital Credits under AS 43.55.023(a) (not to exceed 1/12th of 50% of credits earned in prior year) ending balance this period.	Currency	Yes, if populate 903 subtracted this period.		No	\$1
		904	NOL Credits under AS 43.55.023(b) generated this period.	Currency	No		No	\$1
		(904)	NOL Credits under AS 43.55.023(b) subtracted this period.	Currency	Yes, if populate 904 generated this period.		No	\$1
		(904)	NOL Credits under AS 43.55.023(b) ending balance this period.	Currency	Yes, if populate 904 subtracted this period.		No	\$1
		905a-c	Transferable Tax Credit Certificates under AS 43.55.023(d) certificate number.	text	No		N/A	N/A
		(905a-c)	Transferable Tax Credit Certificates under AS 43.55.023(d) generated this period.	Currency	Yes, if populate 905 certificate number.		No	\$1
		(905a-c)	Transferable Tax Credit Certificates under AS 43.55.023(d) subtracted this period.	Currency	Yes, if populate 905 certificate number.		No	\$1
		(905a-c)	Transferable Tax Credit Certificates under AS 43.55.023(d) ending balance this period.	Currency	Yes, if populate 905 certificate number.		No	\$1
		906	TIE Credits under AS 43.55.023(i) generated this period.	Currency	No		No	\$1
		(906)	TIE Credits under AS 43.55.023(i) subtracted this period.	Currency	Yes, if populate 906 generated this period.		No	\$1
		(906)	TIE Credits under AS 43.55.023(i) ending balance this period.	Currency	Yes, if populate 906 subtracted this period.		No	\$1
		907a-c	Earned Exploration Incentive Credits under AS 43.55.025 (not purchased) certificate number.	text	No		N/A	N/A
		(907a-c)	Earned Exploration Incentive Credits under AS 43.55.025 (not purchased) generated this period.	Currency	Yes, if populate 907 certificate number.		No	\$1
		(907a-c)	Earned Exploration Incentive Credits under AS 43.55.025 (not purchased) subtracted this period.	Currency	Yes, if populate 907 certificate number.		No	\$1
		(907a-c)	Earned Exploration Incentive Credits under AS 43.55.025 (not purchased) ending balance this period.	Currency	Yes, if populate 907 certificate number.		No	\$1

Section Business Rules / Constraints	Section	Form Line #	Description	Data Type	Entry Required? (Yes/No)	Line# Business Rules / Constraints	Negatives Allowed? (Yes/No)	Precision
		908a-c	Purchased Exploration Incentive Credit Certificates under AS 43.55.025 certificate number.	text	No		N/A	N/A
		(908a-c)	Purchased Exploration Incentive Credit Certificates under AS 43.55.025 generated this period.	Currency	Yes, if populate 908 certificate number.		No	\$1
		(908a-c)	Purchased Exploration Incentive Credit Certificates under AS 43.55.025 subtracted this period.	Currency	Yes, if populate 908 certificate number.		No	\$1
		(908a-c)	Purchased Exploration Incentive Credit Certificates under AS 43.55.025 ending balance this period.	Currency	Yes, if populate 908 certificate number.		No	\$1
		909a-c	Other Credits (List type) credit type.	text	No		N/A	N/A
		(909a-c)	Other Credits (List type) certificate number.	text	Yes, if populate 909 credit type.		N/A	N/A
		(909a-c)	Other Credits (List type) generated this period.	Currency	Yes, if populate 909 credit type.		No	\$1
		(909a-c)	Other Credits (List type) subtracted this period.	Currency	Yes, if populate 909 credit type.		No	\$1
		(909a-c)	Other Credits (List type) ending balance this period.	Currency	Yes, if populate 909 credit type.		No	\$1
		910	Total Credits Generated and Subtracted this Period in Calculating Estimated Tax Payments (Sum of Lines 901-909) - generated this period.	Currency	No entry - this is calculated.		No	\$1
		(910)	Total Credits Generated and Subtracted this Period in Calculating Estimated Tax Payments (Sum of Lines 901-909) - subtracted this period.	Currency	No entry - this is calculated.		No	\$1
		(910)	Total Credits Generated and Subtracted this Period in Calculating Estimated Tax Payments (Sum of Lines 901-909) - ending balance this period.	Currency	No entry - this is calculated.		No	\$1
	900 Credit & Tax Remittance Summary - Credits Sold to Other Companies or to the State this Period	911a-c	Credits Sold to Other Companies (List by Type, i.e.,.023(a), .025, etc.) - credit type.	text	No		N/A	N/A
		(911a-c)	Credits Sold to Other Companies (List by Type, i.e.,.023(a), .025, etc.) - certificate number.	Currency	Yes, if populate 911 credit type.		No	\$1
		(911a-c)	Credits Sold to Other Companies (List by Type, i.e.,.023(a), .025, etc.) - total sold.	Currency	Yes, if populate 911 credit type.		No	\$1
		912a-c	Credits Sold to the State (List by Type, i.e.,.023(a), .025, etc.) - credit type.	text	No		N/A	N/A
		(912a-c)	Credits Sold to the State (List by Type, i.e.,.023(a), .025, etc.) - certificate number.	text	Yes, if populate 912 credit type.		N/A	N/A
		(912a-c)	Credits Sold to the State (List by Type, i.e.,.023(a), .025, etc.) - total sold.	Currency	Yes, if populate 912 credit type.		No	\$1
	900 Credit & Tax Remittance Summary - Credits Generated to Date but not yet Used and Future Anticipated Credits from Activity this Period	913a	AS 43.55.023(a) credits generated but not yet used (future credits anticipated) - beginning balance	Currency	No		No	\$1
		(913a)	AS 43.55.023(a) credits generated but not yet used (future credits anticipated) - credits generated but not subtracted this period.	Currency	Yes, if populate 913a beginning balance.		No	\$1
		(913a)	AS 43.55.023(a) credits generated but not yet used (future credits anticipated) - ending balance.	Currency	Yes, if populate 913a credits generated but not subtracted this period.		No	\$1
		913b	AS 43.55.023(b) credits generated but not yet used (future credits anticipated) - beginning balance	Currency	No		No	\$1
		(913b)	AS 43.55.023(b) credits generated but not yet used (future credits anticipated) - credits generated but not subtracted this period.	Currency	Yes, if populate 913b beginning balance.		No	\$1
		(913b)	AS 43.55.023(b) credits generated but not yet used (future credits anticipated) - ending balance.	Currency	Yes, if populate 913b credits generated but not subtracted this period.		No	\$1
		913c	AS 43.55.024 credits generated but not yet used (future credits anticipated) - beginning balance	Currency	No		No	\$1

Section Business Rules / Constraints	Section	Form Line #	Description	Data Type	Entry Required? (Yes/No)	Line# Business Rules / Constraints	Negatives Allowed? (Yes/No)	Precision
		(913c)	AS 43.55.024 credits generated but not yet used (future credits anticipated) - credits generated but not subtracted this period.	Currency	Yes, if populate 913c beginning balance.		No	\$1
		(913c)	AS 43.55.024 credits generated but not yet used (future credits anticipated) - ending balance.	Currency	Yes, if populate 913c credits generated but not subtracted this period.		No	\$1
		913d	AS 43.55.025 credits generated but not yet used (future credits anticipated) - beginning balance	Currency	No		No	\$1
		(913d)	AS 43.55.025 credits generated but not yet used (future credits anticipated) - credits generated but not subtracted this period.	Currency	Yes, if populate 913d beginning balance.		No	\$1
		(913d)	AS 43.55.025 credits generated but not yet used (future credits anticipated) - ending balance.	Currency	Yes, if populate 913d credits generated but not subtracted this period.		No	\$1
	900 Credit & Tax Remittance Summary - Monthly Remittances Made with this Form	920a	Gross value at the point of production of the oil and gas produced during the period	Currency	Yes, if populate any other field in section.		No	min. 4 decimals
		920b	1/12 of the adjusted lease expenditures that are deductible for the calendar year for the leases or properties	Currency	Yes, if populate any other field in section.		No	min. 4 decimals
		920c	Sum of 25 percent and the tax rate calculated for the month under AS 43.55.011(g)	Currency	Yes, if populate any other field in section.		No	min. 4 decimals
		920d	Credits subtracted this period in calculating monthly installment payment of estimated tax for this period (Line 910)	Currency	Yes, if populate any other field in section.		No	\$1
		920e	Monthly installment payment of estimated tax for the period, excluding conservation surcharges	Currency	Yes, if populate any other field in section.		Yes	\$1
		930a-e	Additional payments or adjustments included with this form - amount	Currency	No		Yes	\$1
		(930a-e)	Additional payments or adjustments included with this form - payment explanation.	text	Yes, if populate 930 amount.		N/A	N/A
		940a	AS 43.55.201 Conservation Surcharge Payments Remitted with this form	Currency	Yes, if populate 930 amount.		No	\$1
		940b	AS 43.55.300 Conservation Surcharge Payments Remitted with this form	Currency	Yes, if populate 930 amount.		No	\$1
		950	Total All Payments Remitted with this form (Sum of lines 920e through 940)	Currency	Yes, if populate 930 amount.		Yes	\$1
	Comments	NA	Name of related region, if applicable	text	Yes, if populate any other field in section.		N/A	N/A
		NA	Name of related unit, if applicable	text	Yes, if populate any other field in section.		N/A	N/A
		NA	Name of related participating area, if applicable	text	Yes, if populate any other field in section.		N/A	N/A
		NA	Name of row in Excel sheet to which the comment pertains	text	Yes, if populate any other field in section.		N/A	N/A
		NA	Comment	text	Yes, if any other line in section is populated.		N/A	N/A

<sup>1</sup> Weighted average per barrel or per mcf figures for the period can be derived in one of three ways:

1) Total applicable values for the period divided by total applicable volumes (for the appropriate values and volumes see instructions below on volumes for weighed averaging).

2) a) Derive the monthly per barrel or per mcf figure for each month in the period.

b) Derive the total appropriate volume for the category for each month (for the appropriate volume see instructions below on volumes for weighed averaging).

c) Divide (2) for each month by the total corresponding volumes for all months in the period.

d) Multiply (3) for each month by (1) for each month.

e) Sum (4) over all months in the period.

3) Any other methodology approved by the Department that is consistent with the methodology used for monthly reporting.